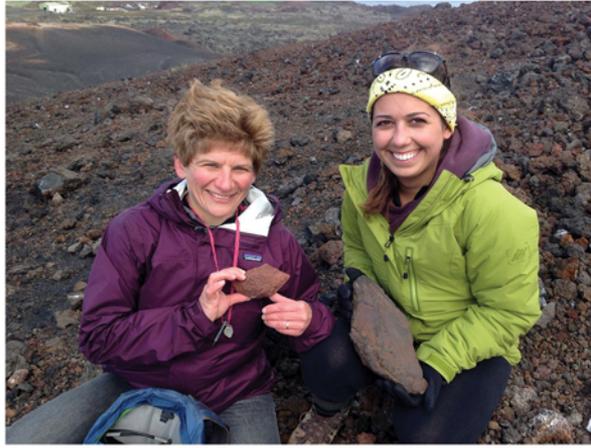




Castleton University

Special Academic Opportunities

Civic Engagement ▪ Research ▪ Study Away ▪ Internships



New Skills

Leadership ▪ Problem Solving ▪ Organization ▪ Communication

Graduate School Preparation ▪ Work Experience ▪ Relationships





Castleton University

What is an Internship?

An internship is a valuable experience that provides a position of responsibility for students in a professional environment, under the supervision of an on-site professional and a faculty advisor. The internship experience is directly tied to the student's major.



Castleton University

Internship Hours/Credits

While individual departments may offer different hour/credit combinations, the following information identifies the general number of internship hours expected for a specified number of credits:

- 40 hours per week for 14 weeks (560 total hours) = 12 credits
- 30 hours per week for 14 weeks (420 hours total) = 9 credits
- 20 hours per week for 14 weeks (280 hours total) = 6 credits
- 10 hours per week for 14 weeks (140 hours total) = 3 credits

Most internships are one semester in length, but some can occur over two semesters (one full academic year).



Castleton University

Senior Exit Survey – 2013 - 2017

2013	2014	2015	2016	2017
• 271 responded	285 responded	332 responded	291 responded	289 responded
• 76% of class	59% of class	74% of class	74% of class	89% of class

Completed an internship

• 38%	42%	43% (25% paid)	52% (29% paid)	53% (30% paid)
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CU helped with future plans

•	62%	67%	68%	75%
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Castleton University

Best time of year to post Internships

There are no official deadlines for you to begin your intern candidate search, but the sooner you begin, the more likely you will be to receive applications from top candidates. Some typical intern recruitment timelines are:

- **Fall semester:** internship description should be received by April 15th (so students have the end of the spring semester and early summer to apply)
- **Spring semester:** October 1st - internship description posted
November 1st
- **Summer break:** February 1st - internship description posted March 1st



Castleton University

Internship Site Support from University

While an academic department may enforce more stringent acceptance standards, the University requires these as minimum qualifications:

1. Students must be in good academic standing
2. Students must have completed at least 12 credits
3. Internship Application requires approval of a CU Faculty Supervisor, the on-site internship supervisor and the Internship Coordinator

The Faculty Supervisor will contact the on-site Internship Supervisor, to discuss the interns performance, discuss any positive or negative feedback and to arrange the end-of-internship evaluations. The Internship Coordinator can also be contacted, if there are questions or concerns about the internship.



Castleton University

Academic Majors

Art

Athletic Training

Biology

Business Administration

Chemistry

Computer Information Systems

Criminal Justice

Ecological Studies

Economics

Education

English/Literature

Environmental Science

Environmental Studies

Exercise Science

Geography

Geology

Global Studies

Graphic Design

Health Education



Castleton University

[Health Science](#)

[History](#)

[Kinesiology](#)

[Mathematics](#)

[Media and Communication](#)

[Multidisciplinary Studies](#)

[Music](#)

[Music Education](#)

[Nursing](#)

[Philosophy](#)

[Physical Education](#)

[Political Science](#)

[Psychology](#)

[Social Studies](#)

[Social Work](#)

[Sociology](#)

[Spanish](#)

[Sport Management](#)

[Theater Arts](#)

[Women's and Gender Studies](#)

Recent Internships in Vermont

Fastenal Company

Special Olympics

Mack Molding

Senator Patrick Leahy

Vermont Sports Medicine

Rutland County Parent Child Center

Vermont Fish & Wildlife

Spartan Race

Missisquoi High School

Rutland County States Attorney Office

The Vermont Country Store

Southern VT Area Health & Education Center

Rutland Middle School

Business Administration

Sport Administration

Accounting

Business

Health Science

Psychology

Environmental Science/Chemistry

Physical Education

Computer Information Systems

Political Science

Mass Media Communication

Biochemistry

History/Secondary Education



Castleton University

Social Work Field Practicums For Seniors

During their senior year, Social Work students are placed in agency settings to gain valuable experiences in the field of social work. These non-paid placement opportunities have a minimum of 400 supervised hours of field experience, where students receive 12 credits. Through their field practicums, social work students refine their professional skills and have the ability to blend course content with on-the-job experiences in service provision, outreach, networking and resource development to further their knowledge.



Castleton University

2018-2019 Senior Social Work Field Placements

Castleton Elementary School – Castleton, VT

Castleton Village School – Castleton, VT

Probation & Parole – Rutland, VT

Castleton University Wellness Center

Castleton University Career Services

Department of Children & Families – Rutland, VT

Dismas House – Rutland, VT

Fair Haven Concerned – Fair Haven, VT

Forty-Seven Main Street – Castleton, VT

Homeless Prevention Center – Rutland, VT

New Story Center – Rutland, VT

Park Street Program – Rutland, VT

Rutland County Court Diversion – Rutland, VT

Rutland Mental Health, Children's Services – Rutland, VT

Rutland Regional Medical Center – Rutland, VT



Castleton University

Correctional Philosophies and Practices – Criminal Justice

An interdisciplinary study of the historical and contemporary philosophies and practices of sentencing, punishment, and rehabilitation in American corrections. The course will be a comprehensive examination of all facets of institutional and community-based corrections, including facilities, probation, intermediate sanctions, and parole, as well as special and controversial issues in the field. Field study will be an essential component of this course and may include field trips, interviews and other research, guest speakers, and community service. This course is specifically for Criminal Justice majors during their senior year.



Castleton University

2018-2019 Senior Criminal Justice Field Placements

Marble Valley Regional Correctional Facility

Rutland Probation and Parole Office

Homeless Prevention Center

Rutland Dismas House

Rutland County Court Diversion

Park Street Program

Sanctuary House

Rutland County Sheriff's Office

VT Department of Corrections Circles of Accountability (COSA)

Project VISION

Rutland County Community Justice Center



Castleton University

How to Apply for an Internship

- Click on the following link and submit your internship opportunity:
<http://www.castleton.edu/directory/offices-services-directory/office-of-career-services/internship-job-opening/>
- When we receive the information, we will send it to all qualified students. We will also send the information to specific faculty, in hopes they can recommend a qualified student for the internship.
- Once an interested student or students are identified, we will have them contact the hiring manager, for more information about the internship opportunity.
- The hiring manager can then schedule an interview with all interested students and hire the student they feel is the best “fit”.
- Prior to the intern’s start date, the intern, hiring manager, faculty advisor and internship coordinator will complete Castleton University’s Internship Application. Once the application is complete, the intern will be able to begin work.

Questions?



Castleton University