

HOW TO FIND AND REGISTER FOR A CHEMISTRY INTERNSHIP

Eligibility: At least 24 credits and 2.0 GPA

Step 1:

- Complete and print on-line orientation.
<http://www.millersville.edu/elcm/internships/internship-files/internshiporientation.pdf>
- Print Internship request form.
http://www.millersville.edu/elcm/files/orientation_agreement.pdf

Step 2:

- Obtain signature of Chemistry department Coordinator for Internships (Dr. Mbindyo - Caputo 321).
- Return forms to Office of Experiential Learning and Career Management (ELCM) (Bedford House – across SMC). Receive database password.

Step 3:

- Access database, post resume, search open positions.

Step 4:

- Employers contact you directly. Make follow up.

Step 5:

- If position found, obtain course registration forms from ELCM office. Register. Note: If you already have a Chemistry related job, you only complete steps 1, 2 and 5.

Questions???

Contact Dr. Mbindyo – Jmbindyo@millersville.edu