The Wilder School encourages students to participate in for-credit, structured and supervised internships with government, nonprofit and business organizations. The purpose of the internship is to provide students with experience in a professional setting outside the classroom and to enrich the learning process by supplementing theory with practice.

Generally, the internship process includes the following steps:

**Prepare application** –

- Fill out the [application](#) and explore the job market for internships.
- Visit the [HireVCURams online portal](#) and other resources to construct areas of interest to note on the Internship Application.
- Visit the [VCU Career Services](#) to assist in developing a strong resume, which will be used when applying for internships in most organizations.

**Attend Internship Orientation and Submit application**—

- [Register](#) and attend an Internship Orientation. Orientation sessions are held weekly.
- Submit completed Internship Application to the Wilder School Office of Student Success in Scherer Hall, Room 405.

*Once applicant is accepted into the Internship Program, he/she must investigate internship opportunities for themselves.*

**Apply for internships** —

- Using the contacts and opportunities identified on [HireVCURams](#) and/or other resources — submit resume and applications to organizations/agencies you have identified.

**Contact the Office of Student Success** –

- After an agency has offered you an internship, and you have accepted, formally request enrollment in the internship course (GVPA 493) with the Student Success Program Coordinator.
- Complete the [Internship Preliminary Report](#) and submit to the Office of Student Success.