Entrepreneurship Internship Program
W. P. Carey School of Business
Department of Management
Business Entrepreneurship
A Subset of MGT 484

Requirements

Entrepreneurship Internship Applicant Requirements:

- Management and Business Entrepreneurship juniors and seniors
- Must have completed or be currently enrolled in at least two entrepreneurship courses offered by the Management Department prior to beginning the internship experience
- Must demonstrate a strong commitment to exploring an entrepreneurial career
- Must have a 2.75 GPA overall

Application Process:

- Schedule an interview with the internship coordinator for approval before the first day of class
- Interview with one or more prospective employer(s)
- Draft and sign the contract between the student and the sponsoring organization identifying the goals and deliverables of the internship
- Obtain and deliver a concise written recommendation by a Management Department faculty member (submission by email is acceptable)
- Enroll in MGT 484 for three hours of credit

Internship Process and Evaluation:

- Interns must work a minimum of 120 hours, preferably spread over 10 to 12 weeks during a regular semester.
- Interns must schedule a midterm conference with the coordinator to review progress of the internship. This conference should occur during the eighth week of the intern semester or fourth week for summer and is a responsibility of the student.
- Submit an Entrepreneurship Internship Report to the internship coordinator during the week of semester finals or the last week of classes during the summer.
- All interns will be evaluated by their job-site supervisor at the end of the internship experience and this evaluation will be submitted to the Entrepreneurship internship coordinator for inclusion into the overall grading process.

Note:

- Internships will not be approved for students who are currently employed by or have been previously employed by the organization prior to submission of the internship application.
- Generally, MGT 484 may be used as a management or entrepreneurship major elective. See your academic advisor to verify or if you have questions.
- Shorter summer semester internships will be reviewed by the internship coordinator.
Opportunities

Some Entrepreneurship Internship partners have been carefully selected by the Entrepreneurship Internship coordinator and students may reach out to the internship coordinator or the Center for Entrepreneurship for more information.

Roles and requirements for partners

- A comprehensive job description, including duties and time allocations, prepared by the company’s designated Entrepreneurship Internship supervisor at the job location will be necessary to qualify the position.
- The intern's immediate supervisor will develop a training plan for the position and agree to the timely evaluation of the intern.
- Students must receive one-on-one contact with the founder of the company at least three times over the semester (if a founder is currently running the company, otherwise a designee will fill this role).
- All job-site supervisors are required to submit an evaluation at the end of the internship experience for inclusion into the overall grading process.

Benefits of Entrepreneurship Internships

Entrepreneurship Internships provide a very specific experience for students interested in entrepreneurial paths after college. Entrepreneurship Internships provide students the opportunity to apply entrepreneurship and business concepts to new startups/young firms on which they can have a significant impact. Students selected for an Entrepreneurship Internship will have the chance to see the many difficult issues entrepreneurs face and spend time critically assessing what move should be made next. Some Entrepreneurship Internships may result in the opportunity to develop a startup after the period of an internship (only where specifically noted during an interview).

An Entrepreneurship Internship is one of the best ways to be immersed in the true entrepreneurship and startup environment prior to graduation.