

Internship for Credit Summer Credit Hours

PRIOR TO APPLYING:

- Accept an internship
- You must be pursuing a business major or a business minor
- Read and understand the criteria in the Internship Handbook

HOW TO APPLY:

1

Determine which course is most appropriate.

BUSN 2600 (freshman and sophomore students)
BUSN 4600 (junior and senior students)

2

Determine how many hours you qualify for.

1 credit hour = 80+ hours worked within the semester
2 credit hours = 160+ hours worked within the semester
3 credit hours = 240+ hours worked within the semester
**decide if deferring to fall semester for credit

3

Submit an experience in Handshake.



Notify your employer they will receive an email.

*THIS IS THE MOST IMPORTANT STEP!

Check the status of your application.

To view the status, log into Handshake and look under *Experiences*

**For more information, see the Internship Handbook on the
COB Career Services Website.**

Questions or clarifications?

Email us: Green Johnson Student Success Center success@uwyo.edu