

Internship Checklist

- ☒ Pass EXP2800 Internship Preparation
- ☒ Find and secure an internship
 - If you need help contact Career Services
 - Can be new employment in your field
- ☒ Fill out the “experiences” form on Handshake
- ☒ List 5 SMART goals in the Learning objectives portion of the Internship
- ☒ Approvals start with your internship supervisor, then Career Services
 - After approval, you will be taken off the waitlist and put into the internship course EXP2900

Marion Tech Career Services

Careers@mtc.edu - 740-386-4110