

The INTERNSHIP Grant Requirements

The InternSHIP Grant (Interns Helping Invest Potential) is to support students who are interested in pursuing an experience in a field that is typically underpaid or does not offer pay. This competitive, but worthwhile funding can meet the needs of living expenses while completing an experience for academic credit. Due to limited spots for each semester, this is a competitive award, please read this document fully.

GRANT ELIGIBILITY

- The InternSHIP Grant is available to undergraduate students who have completed at least 15 credit hours at Texas A&M University-San Antonio.
- Students must have a minimum of 2.5 GPA.
- Students must be enrolled in a credit-bearing internship the semester they receive the grant.
- Students must complete at least 100 hours at their internship site throughout the semester.
- Student clinical teaching and research experiences may be eligible. Consideration preference will be given to students completing an experience with an off campus partner.
- Students receiving another award/scholarship for an internship experience are **not** eligible.
- This is a one-time award. Previous InternSHIP Grant recipients are **not** eligible for a second award.

Experience: An experiential learning opportunity that may take the form of an internship, field placement, practicum, or clinical teaching.

Underpaid: An experience where students are making less than minimum wage.

REQUIREMENTS OF GRANT RECIPIENT

- Students receiving the InternSHIP Grant must attend a 30 minute internship orientation session, led by the Mays Center Internship Coordinator.
- Complete a minimum of 30 hours or 30% of your internship hours (whichever is greater) by midterm.
- Be in good standing, display professionalism, and attend the hours agreed upon with your internship supervisor throughout the internship experience.
- Grant recipients will be required to meet with a Mays Center Career Advisor regarding how to build the internship experience into their professional resume.
- Recipients will need to submit at least one photo of self at internship site by the end of the experience and reflection answering the following questions: How has this internship impacted your career goals, in what ways was this grant helpful in your internship success, and how might you best utilize your experience in the future?
- Recipients AND site supervisors will need to complete the end-of-experience evaluation in Handshake.

APPLICATION CHECKLIST

Please complete everything in HANDSHAKE and on this checklist. See the instructional video <https://bit.ly/InternSHIPVideo> and/or contact the Mays Center for questions.

- Login to Handshake- <https://tamusa.joinhandshake.com/>
- Complete the InternSHIP Grant Application in the “Experiences” section under “Career Center” tab.
- List your internship course Learning Outcomes, part of the “Experience” tab after you select “Request Experience” tab on Handshake.
- Provide your professor’s name and contact information.
- Provide your *site supervisor’s name and contact information.
- Attach your resume in **PDF format** (not a Word document) to the application.

- Attach an internship position description or employer contract listing goals/projects for your internship in **PDF format**.
- Attach your essay:
 - Essay prompt- ***Share specifics about what you will gain and well thought out success outcomes about how this internship will help you progress toward your career goal(s).*** Spend time really considering how this experience will contribute to your career and how the learning outcomes will be impactful for you.
 - Must be at least 350 words; appearance, grammar, and quality content is a must- this is a **competitive** grant, so please take your time to provide a well-written essay.
 - We highly recommend utilizing the **Writing Center**: www.tamusa.edu/Writing-Center
 - In the essay header, include your first and last name, course ID number, and site name.
 - Upload **as a PDF** (not a Word document).



TEXAS A&M UNIVERSITY-SAN ANTONIO
Writing Center

- Join the live virtual presentation on Wednesday, January 20th at 12pm via JagSync

**Submission of the Internship Grant application gives Mays Center Staff permission to contact your internship site supervisor to verify your internship listed on the application form and permission to disclose you are a Texas A&M University–San Antonio student enrolled in an internship class.*

Example Essay:

John Smith

FSHN 3353

Internship Site: Design Studios, New York

Share specifics about what you will gain and well thought out success outcomes about how this internship will help you progress toward your career goal(s).

I am excited for this internship opportunity. One of my career goals is to produce my own garments and products, to create a brand that people will love and want to wear. As an intern at Design Studios I will work alongside a professional in the fashion industry and gain insight into fashion trends. I will get to learn what goes into creating a brand, and so much about the fashion design process and industry. I will skills in creation, marketing, and working with vendors, budgets, and brand management. Another thing I hope to gain is the chance to connect with other professionals, to learn where their design inspiration comes from and how they have navigated this industry.

Working as an intern will give me the chance to meet professionals and establish real networking connections to the fashion industry. I look forward to meeting them and having the opportunity to gain perspective and insight into how they were able to navigate the fashion world to become a professional fashion designer. I have always wanted to know if the way I see things on movies and television is the same in the real world, it fascinates me, but I hope I am able to learn the best ways to communicate and make connections with others. I will be very attentive to people and their process so that I can be successful in this field as well.

Lastly, my final goal is to secure a job upon completion of the internship and graduation from the program. Because the internship position will give me a chance to showcase my skills, learn from professionals, and identify opportunities, I can take advantage of applying for openings early. I also hope to leverage my new connections to continue working on projects, I might even consider taking some online business classes to learn more about marketing and business accounting for my own company. Overall, this experience will help launch my career and give me a snapshot of what I have to look forward to in my pursuit of becoming a fashion designer and creating my own designs for consumers to enjoy!