| Internships | ACC 395: Accounting Internship I  
| ACC 396: Accounting Internship II  
| FIN 395: Finance Internship I  
| FIN 396: Finance Internship II  
| BUS 391: Internship in Sustainable Business  
| BUS 392: Internship in Marketing  
| BUS 393: Internship in Sport Management  
| BUS 394: Internship in International Business  
| BUS 395: Business Internship I  
| BUS 396: Business Internship II  
| RMI 395: RMI Internship I  
| RMI 396: RMI Internship II  
| MBA 695: Internship  
| ACC 695: Internship in Taxation  
| BUS 397: Internship in Sport Management/Advanced Field Experience |

| Eligibility | • Limited to ACC/FIN majors and ACC minors  
| • Junior or senior standing  
| • Minimum GPA of 2.5  
| • Student may not enroll after completing degree requirements  
| • Limited to School of Business majors and Marketing and Business Admin minors  
| • Junior or senior standing  
| • Minimum GPA of 2.33  
| • Student may not enroll after completing degree requirements  
| • MBA student  
| • Completion of foundation courses  
| • Minimum GPA of 3.0  
| • Student may not enroll after completing degree requirements  
| • Sport management majors  
| • Junior or senior standing  
| • Minimum GPA of 2.33  
| • Student may not enroll after completing degree requirements  
| • Pre-req: BUS 311 |

| Maximum number of credits to be earned | Maximum of (2) 3-credit internships can be taken  
*Students taking 2 internships must have different responsibilities in each |
| | 3 credits of MBA 695 or 3 credits of ACC 695 |

| Credit limitation | Only 6 credits of internship courses, regardless of course designation, may count toward the 120 credits needed for graduation. Only 3 credits may count toward major requirements. The other 3 credits count as general electives. |
| | 6 credits |

| Minimum number of hours on site | 140 hours (e.g. 10 hours/week for 14 weeks |
| | Full time |

| Pay | Paid or unpaid |

| Type of position/employer | New employer, or new experience with current employer |

| Grading | Pass/fail |

| Assignments | 1) Scheduled meetings between student and faculty  
| 2) Learning contract negotiated with faculty sponsor (i.e. learning goals, self-directed learning activities and evaluation process) |

| Registration forms | “Internship Approval Form” requires signatures of the student, employer, faculty sponsor, and academic advisor, after internship is obtained. The form and learning contract example can be found at usm.maine.edu/sb/internships-career-services-forms |

| Registration | To register: Schedule an appointment with Melissa Burns, Internship Coordinator by calling the School of Business office at 780-4020. Be sure to bring signed Internship Approval Form with attached Learning Contract. |