

# Academic Credit for Internships

Requirements for gaining academic credit vary from school to school, depending on your primary major. Please review the following guidelines carefully. This applies to internships completed in fall, spring and summer.

## ARTS & SCIENCES

For students in the College of Arts & Sciences, follow the guidelines on our Policies & Procedures page: <https://artsci.wustl.edu/resources/policies-procedures>.

## ENGINEERING & APPLIED SCIENCE

Basic Requirements for Engineering Students:

- Students can gain academic credit for unpaid research only.
- Students must find a faculty member who is willing to sponsor their research as an independent study course. The faculty member will decide how much credit and at what level the credit will be awarded.
- The faculty member may require a final paper/presentation or other evaluation from a student's research supervisor to award credit.

To begin the academic credit process, you should ask an advisor or faculty member in the same field as your research to be your sponsor. For more information, contact your academic department or four-year advisor.

## ART

Art elective credit may be awarded for internships. Please contact Cris Baldwin ([crisbaldwin@wustl.edu](mailto:crisbaldwin@wustl.edu)) or Georgia Binnington ([gbinning@wustl.edu](mailto:gbinning@wustl.edu)) for more information. You will need to submit an Internship Learning Agreement, an Internship Performance Report, and either a daily journal, reflective essay, or portfolio to gain credit. You can find those forms online at: [samfoxschool.wustl.edu/files/Art-Internship%20Agreement.pdf](https://samfoxschool.wustl.edu/files/Art-Internship%20Agreement.pdf) (agreement) and [samfoxschool.wustl.edu/files/Art-Internship%20Performance%20Report.pdf](https://samfoxschool.wustl.edu/files/Art-Internship%20Performance%20Report.pdf) (performance report).

## ARCHITECTURE

There is no formalized way for an undergraduate student in the School of Architecture to gain academic credit for an internship. For more information on the internship program for those pursuing a masters or professional degree, please visit [www.naab.org](http://www.naab.org).

## BUSINESS

Details about the academic credit process for students enrolled in the Olin School of Business can be found through the MGT 450A-Internship in Business document (.pdf) at [https://olincareers.wustl.edu/SiteCollectionDocuments/PDFs/WCC/MGT450A%20%20Internship\\_in\\_Business\\_Syllabus\\_and\\_Application.pdf](https://olincareers.wustl.edu/SiteCollectionDocuments/PDFs/WCC/MGT450A%20%20Internship_in_Business_Syllabus_and_Application.pdf).

