

Finding the right internship can feel like an overwhelming task. Here are a few simple tips for conducting a successful internship search. OSU Career Consultants are excited to provide individualized career assistance to help you be as successful as possible in your search. You can schedule an appointment with a Special Populations Career Consultant at www.hireosugrads.com

Tips for a successful Internship Search

- **Do not wait until your final year** to secure an internship. Internships play a huge role in securing employment after graduation. Sometimes employers are not very confident about hiring an international student due to a variety of reasons. So, when a student has one or two internships under his/her belt, it tells the employer that this student knows the culture, knows how things work, and can assimilate themselves into the company.
- **Have a good grasp of the English language.** Develop good communication skills (both written and verbal) by associating and working with American students.
- **Prepare a thorough, well-written résumé,** cover letter and anything else that might make you stand out among other applicants such as writing examples or a portfolio. If the résumé and cover letter are not well written, you will not be invited to an interview.
- **Be honest!** Clearly disclose visa status and any other information that will be important to the employer when deciding who to invite for an interview. If you are not sure what to include, schedule an appointment with an OSU Career Consultant.
- **Research the company** before sending an inquiry or cover letter. Avoid sending a generic "I want to intern for your company." Personalize your cover letter so the employer knows that you have made an effort to explore what they do.
- **Determine clear, attainable goals** of what you would like to gain from your internship. Be comfortable interviewing and be sure to 'bring something to the table' – a clear demonstration of skills.
- **If you can intern** during the fall or summer, you stand a much better chance of getting a position. Students who do internships for academic credit have an advantage in the selection process.
- **Do your homework!** If the company for which you would like to intern hires interns as full-time employees after they graduate, an internship with the same company is certainly worth your time. However, if the company for which you intern does not sponsor people to work within the U.S. after graduation, the company may not be the best option when selecting an internship. Seek organizations in which you see a long term pay-off for your time. Whether it is industry knowledge, strong relationships, college credit, or the absolute ultimate goal: a job offer after graduation!
- **Visit with an OSU Career Services Career Consultant** for any assistance you require in preparing for your internship.