



COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

School of Government  
and Public Policy

# SGPP INTERNSHIPS

**REQUIRED** for CJS & PMPC majors // **ONLY** w/nonprofit or government agencies

**Website:** [sgpp.arizona.edu/sgpp-internships](http://sgpp.arizona.edu/sgpp-internships)

## 10 STEPS TO FOLLOW

### Initial 5 Steps: **Secure the Internship**

1. **Carefully review the website** - understand internship eligibility and requirements, see Available Internships & Intern Spotlights.
2. **Plan ahead!** Depending on location, apply 2 – 12 months before the start date.
3. Understand internship eligibility and requirements listed on website (above).
4. Prepare resume and cover letter (UA Career Development office can help).
5. Research internship options and apply to at least 5 organizations.

### Final 5 Steps: **Earn Internship Credit**

6. Complete SGPP internship application (on website) with your site supervisor.
7. Deliver completed and signed application to Internship Coordinator.
8. Internship Coordinator enrolls you in course (PA 393, PA 493, POL 393).
9. Pay UA course tuition and check your UAccess schedule for enrollment accuracy.
10. On D2L, read course syllabus and follow all course requirements.

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**View walk-in hours or schedule an appointment online:**  
<https://wiseadvising.arizona.edu/student>  
Social & Behavioral Sciences **then SGPP Internships**