



For more information visit [www.tcc.fl.edu/internhost](http://www.tcc.fl.edu/internhost) or email [internships@tcc.fl.edu](mailto:internships@tcc.fl.edu)

## Internship Providers FAQs

- **How do I apply to the TCC Internship Program if my company is in need of student interns?**  
Please visit [www.tcc.fl.edu/internhost](http://www.tcc.fl.edu/internhost) for information on the program and view the Employer page to complete a request for an intern through FutureLink. You may also contact the Internship Program at: [internships@tcc.fl.edu](mailto:internships@tcc.fl.edu) or (850) 201-9971.
- **How long is the student application process?**  
TCC has a variety of students who seek internships in a wide range of fields. Most students will easily complete their application, resume and program interview in just a week. Once the students completes the initial application process, they will be able to review the different opportunities available in their field and apply to an internship.
- **When can students begin an internship?**  
The TCC Internship office is flexible with start dates. It is our mission to service both students and partners as quickly as possible. Most internships do not begin on structured dates or semesters.

### What are my requirements as a provider?

The student will be assigned a supervisor, company, that will oversee their internship and completed hours. The student should be given adequate training and educational benefit. The supervisor will be asked to complete a midterm and final evaluation of the student interns participation and are encouraged to keep in contact with Internship Program in regards to the student's progress.

- **Does the internship need to be paid?**  
The TCC Internship office works very hard to secure opportunities that offer priceless benefits for both our students and internship providers. We strongly encourage paid internships, however, all unpaid internships must meet the Seven Prong criteria outlined by the DOL on unpaid internships. For more information visit: <http://www.dol.gov/whd/regs/compliance/whdfs71.pdf>
- **How many hours are the students required to work?**  
Students are required to intern at total of 150 hours in a 13-15 week span. Days and hours vary. Please understand that interns are students, so flexibility is a must. Students are given a timesheet and journal to track their progress. This will be verified and signed by their supervisor.
- **Who is eligible for an internship?**  
All currently enrolled TCC students except healthcare majors (nursing, dental, radiology and EMS) are encouraged to participate in an internship.
- **Will students earn college credit for their internship?**  
Students have the option of enrolling in an elective class through TCC and upon successful completion of their internship and class (IDS 2941) the student will earn 3 credit hours.
- **What does the Internship course consist of?**  
The course is an online class designed to document the student's internship experience and create a forum for all participants to learn and share. Students are tasked with keeping a timesheet and journal documenting their internship experience, regular progress reports from the internship supervisor, professional development assignments and a final paper.

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