OUR PROGRAM GOAL

Unlike competitive application programs such as On-Campus Recruiting, we do not try to find the “best candidate” for an externship. Rather, the overall goal of the UWG Student Externship Program is to extend the opportunity for at least one externship to as many students as possible.

Students are selected for an externship by the SEP application committee, composed of Alumni Relations, Career Services and academic department representatives. Decisions are made on the basis of the quality of the student’s resume, cover letter and interview. Students need not show expertise or experience in the field of the externship for which they apply, but must demonstrate compelling interest and curiosity in their application letters about their host’s field as a possible career option. Interviews will be held on campus before final selection is made.

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UWG Career Services, in partnership with Alumni Relations, is excited to offer a unique career development opportunity to our students. The Student Externship Program (SEP) is a career-exploration program that allows students that are matched with UWG alumni and other professionals during Spring Break that want to get an insider’s view of a chosen career field. This opportunity allows the extern to gain a better understanding of what types of skills, knowledge, and capabilities they will need to acquire or develop in order to be successful in a particular industry.

An externship is a short-term informational interview that provides an opportunity to learn more about a career field. It is a voluntary experience in which you spend time observing and working with a professional in an occupational area within your field of interest. More lengthy than a job shadow but less intensive than an internship, externships allow you to observe a professional’s regular daily activities, experience a typical week on the job, conduct informational interviews, tour the facility, and potentially participate in office projects. Externships offer an excellent avenue for sampling a field of interest and understanding the work environment. This can aid you in refining career goals, gaining marketable experience, and developing professional connections.

Who is eligible to apply and participate in the program?
- Fully matriculated undergraduate students with at least 30+ credit hours
- December graduates/seniors who have not accepted a job and meet requirements by the deadline.
- Students away/abroad for a semester and will be available for the Extern visit dates and location.
- Students that have an overall GPA of at least 2.75 or above

Requirements for participating in the program:
- Complete application (cover letter, resume, references) and interview process
- Attend the SEP preparation workshop presented by Career Services
- Contact the extern sponsor prior to the start of the externship to introduce yourself and finalize schedule
- Complete the post-externship evaluation by published deadline

Externships are unpaid. Travel and/or housing expenses (if necessary) are neither reimbursed nor subsidized and are at the expense of the student.

Externships are not for academic credit and are for the sole purpose of exploring a chosen career and networking with professionals.