

REQUIREMENTS FOR BUSINESS INTERNSHIPS

NOTE: All CCB academic internships must be approved by the Bank of England CMC before the position starts

All internships must be a NEW experiences. You may not receive credit for an existing or prior job/internship.

The following majors will work with the Bank of England CMC to receive academic credit for internship experience related to their major.

Questions? Contact: Coggin Career Management Center • 904-620-5627 • coggin.careers@unf.edu

ACCOUNTING – ACG 4941

Academic Criteria

- Junior or Senior status
- Accounting major
- ACG 4941 will fulfill an accounting elective
- Good Academic Standing: not on probation or suspension
- Minimum 3.0 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**
 - ACG 3103 – Intermediate Accounting I

Internship Criteria

- 300 supervised hours required
- Must pay at least \$10.00 an hour-**No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the accounting aspects of the company's operations or a variety of accounting-related learning experiences

FINANCE – FIN 4941

Academic Criteria

- Junior or Senior status
- Finance major
- FIN 4941 will fulfill a finance elective
- Good Academic Standing: not on probation or suspension
- Minimum 3.0 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**
 - FIN 3403 – Financial Management

Internship Criteria

- 300 supervised hours required
- Must pay at least \$10.00 an hour-**No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the financial aspects of the company's operations or a variety of finance-related learning experiences

FINANCIAL PLANNING – FIN 4940

Academic Criteria

- Junior or Senior status
- Finance major
- FIN 4941 will fulfill a financial planning elective
- Good Academic Standing: not on probation or suspension
- Minimum 3.0 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**
 - FIN 3403 – Financial Management
 - FIN 3124 – Financial Planning

Internship Criteria

- 300 supervised hours required
- Must pay at least \$10.00 an hour-**No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the financial planning process, business practices of financial planners or a variety of financial planning-related

INTERNATIONAL BUSINESS – GEB 3361

Academic Criteria

- Junior or Senior status
- International Business major
- GEB 3361 will fulfill IB internship requirement
- Good Academic Standing: not on probation or suspension
- Minimum 2.0 Upper Level UNF GPA-**No Exceptions**
- Completed IB foreign language requirements
- **Pre-requisites: Grade of C or better**
Complete at least two (2)
 - ECO 3704 – International Trade
 - FIN 4604 – International Finance
 - MAN 4600 – Management of Intl. Business
 - MAR 4156 – International Marketing
 - TRA 4721 – International Logistics

Internship Criteria

- 180 supervised hours required
- 10% focus on the international aspects of the company's business and provide international business learning experiences (or be abroad)
- Must pay at least minimum wage that exists in the country where the internship is taking place (Exceptions can be made for government, non-profit, or NGO's)
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the international business aspects of the company's operations or a variety of international business-related learning experiences

MARKETING – MAR 4941

Academic Criteria

- Junior or Senior Status
- Marketing major or minor
- MAR 4941 will fulfill a marketing elective
- Good Academic Standing: not on probation or suspension
- Minimum 2.5 Upper Level UNF GPA
- **Pre-requisites: Grade of C or better**
 - **MAR 3023 – Principles of Marketing**
 - MAR 4503 – Consumer Behavior*
(Recommended/Not Required)

Internship Criteria

- 180 supervised hours required
- Must pay at least minimum wage-**No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the marketing aspects of the company's marketing operations or a variety of marketing-related learning experiences

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MANAGEMENT – MAN 4942

Academic Criteria

- Junior or Senior status
- Management major
- MAN 4942 will fulfill a management or upper level business elective
- Good Academic Standing: not on probation or suspension
- Minimum 2.5 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**

Completed two (2) courses below:

- MAN 3025 – Administrative Management
- MAN 3504 – Operations Management

Completed at least one (1) of the courses below:

- MAN 4240 Organizational Behavior
- MAN 4301 Human Resource Management

Internship Criteria

- 180 supervised hours required
- Must pay at least minimum wage that exists in the country where the internship is taking place (Exceptions can be made for government, non-profit, or NGO's)
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the management aspects of the company's operations or a variety of management learning experiences

HUMAN RESOURCES MANAGEMENT MINOR – MAN 4940

Academic Criteria

- Junior or Senior status
- Human Resources Management minor
- MAN 4940 will fulfill a human resources management elective
- Good Academic Standing: not on probation or suspension
- Minimum 2.5 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**
 - MAN 3025 Administrative Management
 - MAN 4301 Human Resource Management

Internship Criteria

- 180 supervised hours required
- Must pay at least minimum wage that exists in the country where the internship is taking place (Exceptions can be made for government, non-profit, or NGO's)
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the human resource aspects of the company's operations or a variety of human resource management learning experiences

TRANSPORTATION & LOGISTICS – TRA 4945

Academic Criteria

- Junior or Senior status
- Transportation & Logistics major
- TRA 4945 will fulfill a major elective requirement
- Good Academic Standing: not on probation or suspension
- Minimum 2.5 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**

Completed two (2) courses below:

- MAN 3023 – Principles of Marketing
- MAN 3504 – Operations Management

Completed at least one (1) of the courses below:

- TRA 3035 – Foundation of Transportation
- TRA 4202 – Logistic System Management

Internship Criteria

- 240 supervised hours required
- Must pay at least \$13.50/hr – **No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the logistical aspects of the company's operations or a variety of T&L related learning experiences

ENTREPRENEURSHIP MINOR - GEB 4942

Academic Criteria

- Junior or Senior status
- Entrepreneurship minor
- GEB 4942 will fulfill an entrepreneurship elective
- Good Academic Standing: not on probation or suspension
- Minimum 2.5 Upper Level UNF GPA-**No Exceptions**
- **Pre-requisites: Grade of C or better**
 - GEB 4113 – Entrepreneurship

Internship Criteria

- 180 supervised hours required
- Must pay at least minimum wage-**No Exceptions**
- No virtual or online internships
- Quality interactions with supervisor
- Exposure to the business practices of successful entrepreneurs or a variety of entrepreneurial learning experiences