

# Community engagement

## Student employment, including on- or off-campus work-study

- Before applying to positions, speak with Financial Aid to see if you are work-study eligible
- Search at [jobs.davenport.edu](http://jobs.davenport.edu) and select “Students”
- Many of these roles can be used for an internship

## Registered Student Organizations (RSOs)

Employers look for candidates who know how to get involved and have an impact

## Professional associations

Contact your faculty or career coach for associations related to your field of study or interests

## Volunteer work

- Be a person employers look for — someone with the ability to connect with the community
- Accept larger roles and build your leadership skills

## Study abroad

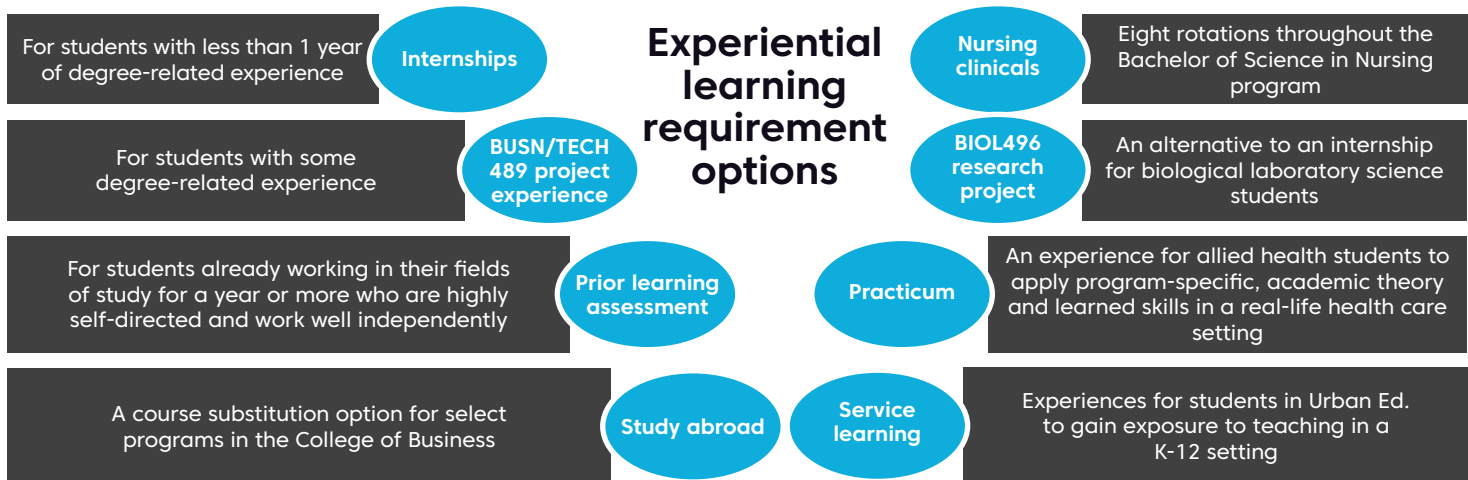
Gain experience, learn about new cultures and explore the world: [my.davenport.edu/academics/student/study-abroad](http://my.davenport.edu/academics/student/study-abroad)



ENGAGE@DU facilitates engagement by connecting students with organizations, departments and programs. Participate in RSOs or start your own: [engage.davenport.edu](http://engage.davenport.edu).

# Experiential learning

As we are committed to providing students the essential skills listed in the DU Excellence System (pg. 11), every bachelor’s program at DU contains an experiential learning requirement to provide real-world experience beyond the classroom. Based on your program, it is important to find which path or combination might be right for you.



# Practicums — CoHP

1. **Complete the Practicum Seminar** in Blackboard (PREP102) before your appropriate deadline
2. **Meet with your career coach, and upload a résumé to Handshake** that obtains “Reviewed” status
3. **Meet with your program director** to determine academic eligibility
4. **Upload required immunizations** to Verified Credentials at [scholar.verifiedcredentials.com/davenport](http://scholar.verifiedcredentials.com/davenport):
  - MMR vaccine
  - Tdap vaccine
  - TB test
  - Seasonal flu vaccine
  - Varicella vaccine
  - Hepatitis B vaccine
  - COVID-19 vaccine
5. “Request an Experience” in Handshake prior to your deadline: [davenport.joinhandshake.com/experiences](http://davenport.joinhandshake.com/experiences)  
More information can be found on our website: [my.davenport.edu/practicums](http://my.davenport.edu/practicums).

## Practicum Experience request deadlines:

Spring/Summer Experiences: Dec. 15  
 Fall Experiences: April 15  
 Winter Experiences: Aug. 15

# Internships — CoB, CoT, CoAS

## STEP 1: Waitlist, résumé, Internship Workshop and survey

1. Contact your academic advisor to verify the semester of academic eligibility (2.3 or better GPA) and to be added to the course waitlist
2. Connect with your career coach to work on your résumé, and upload it to Handshake. It is required to have a “Reviewed” status
3. Complete the Online Internship Workshop (PREP103) in Blackboard. Students receive access after they are added to the waitlist

## STEP 2: Get selected — search, apply and interview for positions

- Utilize your network of friends and family members
- New jobs or promotions related to your degree can be used as your internship
- Utilize career fairs/events, LinkedIn (pg. 46) and other job search sites (pg. 40)
- Check Handshake (pg. 44) to view active internships.
- Interning with a DU department, a health care organization or an organization outside of Michigan? Not a U.S. citizen? Speak with your career coach, as advanced planning, additional paperwork and costs may apply

## STEP 3: Request your internship in Handshake no later than the appropriate semester deadline:

Fall Experience — 15 Weeks	Winter Experience — 15 Weeks	Spring/Summer Experience — 12 Weeks
Aug. 15	Dec. 15	April 15

Collect all contact information before requesting the experience in Handshake, as you are not able to save a draft. Be thorough; 70% of your job description must be related to your major to be approved for class:

[davenport.joinhandshake.com/experiences](http://davenport.joinhandshake.com/experiences).

More information can be found on our website: [my.davenport.edu/internships](http://my.davenport.edu/internships).

# Prior Learning Assessment (PLA)

## — for select internship and select practicum courses

PLA is designed for students who have at least a year of degree-related experience in their field of study. If you believe you have degree-relevant experience that meets the learning outcomes of an internship course, this process can result in receiving credit instead of taking that course.

### Step 1: Contact the Assistant Vice Provost (AVP) for eligibility

- To avoid paying unnecessary fees, email the AVP to inquire about this option. Include any pertinent certifications and an updated résumé focused on the degree-related experience you plan to have assessed.
- For résumé assistance, contact your career coach.

### Step 2: Department chair approval to proceed

- If the program’s department chair believes your experience qualifies for PLA, the AVP will contact you with the next steps. This entails several assignments and artifacts that prove you have met the learning outcomes of the designated course. There will be a **firm deadline** to complete these items.

### Step 3: Review of artifacts and learning outcomes

- Regardless of credits being awarded, students are charged an assessment fee to initiate the review. This usually appears on the student’s e-bill.
- Once the department chair reviews the artifacts, they may or may not request changes or additional information or submissions before making the determination.
- If PLA credits are granted, they will be applied directly to your Degree Plan

More information can be found here: [my.davenport.edu/academics/student/credit-prior-learning](http://my.davenport.edu/academics/student/credit-prior-learning).



Jump start your career and make a difference in the lives of others!

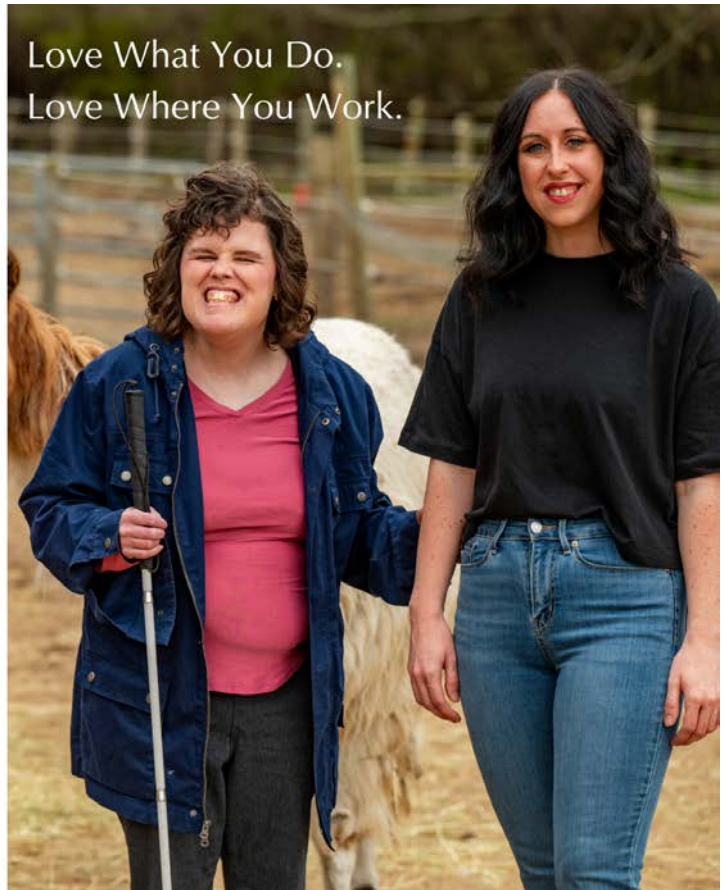
At MOKA, our mission is to create opportunities for independence and acceptance in our communities by supporting people with disabilities.

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- Mentor of Specialized Skill-Building
- Job Developer
- Job Coach

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