FINANCE INTERNSHIPS

A Discovery Learning Experience (DLE) is discovery-based and experiential learning that involves instructional experiences out-of-class and beyond typical curriculum courses. These enrichment experiences exist for students under the supervision of a faculty member. UD students must register and successfully complete at least three credits of DLE. This may be one 3 credit experience or experiences of 1 or 2 credits adding up to three credits.

Three DLE credits are required of all* undergraduate bachelor degree students entering UD in Fall 2006 or later. Effective Fall 2008, when a list of specific courses satisfying DLE was first published, only courses appearing on the DLE approved courses list fulfill the requirement. However, the list of DLE approved courses is retroactive, so a course completed before Fall 2008 fulfills the requirement if it appears on the list. Both FINC364 Finance in Practice and FINC418 Seminar in Corporate Governance are on the list.

*The exception: A student who begins a UD bachelor degree program in Fall 2006 or later, who has at least twelve college or university credits (not including AP or IB credits) earned prior to Fall 2006 which are part of or have been posted to the UD transcript, is NOT obligated to fulfill the DLE requirement.

Note: DLE was introduced before Fall 2006 but the requirement is waived for all students who entered the University prior to Fall 2006.

If you are a Finance major and are planning on serving an internship to meet your DLE requirement or to earn credit, please be aware that you must have passed FINC311 with a C- or better BEFORE you begin the internship. In addition, your internship should provide you with the opportunity to employ skills and knowledge you have gained from Finance courses you have taken. Also you must serve a minimum of 120 hours and you must follow the steps listed below in order to earn academic credit for your internship.

What is an internship?

An internship is a paid or unpaid work experience that also has academic value in one’s program of study. Under the guidance of experienced practitioners, Finance interns apply the skills and theories learned in the classroom to real-world issues. By providing an opportunity to observe and participate in the practical application of theories, concepts and techniques taught in finance classes, the internship will help prepare the student for his or her chosen profession.

What are some benefits of an internship?

Internship benefits include:

- developing personally and professionally while gaining confidence and real-world experience
- helping prepare the student for his or her chosen profession
- meeting and networking with practitioners in one’s area of interest
- mentoring and performance feedback from the site supervisor
- earning academic credit (NOTE: In order to obtain academic credit, the internship must consist of a minimum of 120 hours.)
- fulfilling the DLE requirement

What is a successful internship?

Successful internships can be found in diverse settings and involve widely varying projects and assignments. All successful internships, however, share three traits.

1. The host organization receives significant assistance as a result of the intern's contributions.
2. The site supervisor provides feedback about the intern's performance and potential career path.
3. The intern is challenged to develop professional skills, knowledge, and ability.
To earn academic credit for your internship which will fulfill the DLE (Discovery Learning Experience) requirement, you must follow these steps BEFORE STARTING THE INTERNSHIP:

1. Take FINC311 before you begin your internship. FINC311 is a prerequisite for FINC364. You must have completed it with a grade of C- or better BEFORE you begin your internship.

2. Complete the Discovery Learning-Internship Agreement and get the signature of your on-site supervisor. Then take it to 306 Purnell Hall to obtain the required signatures of the supervising Finance faculty member and the Chair of the Finance Department. You may use our departmental fax machine—302-831-3061—if you need to fax the form to your supervisor. Your supervisor may fax the signed form directly back to us at 302-831-3061.

3. Once the form has been completed and all signatures have been obtained, the department will register you for FINC364 Finance in Practice (3 credits). You will be registered for the course in the semester in which your internship ends. If your internship is served during the summer, you will be registered for FINC 364 in the following fall semester.

This information can also be found at: http://www.be.udel.edu/finance/Internship.html. The FINC364 syllabus and the Internship Agreement form may be downloaded from the site.

If you have any questions, please contact Tim Detwiler at detwiler@lerner.udel.edu or by phone at 302-831-6820.

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Discovery Learning – Internship Agreement

This agreement must be completed before registering for FINC 364, Finance in Practice. Failure to do so will result in your receiving no credit for the internship. In addition, you must have taken FINC311 and earned a C- or better BEFORE beginning the internship.

The student, the site supervisor, and Mr. Detwiler, the Finance student advisor, must sign this agreement before the start of a 120-hour (minimum) internship. Successful completion of FINC 364, for which the student will earn 3 credits, will satisfy the University Discovery Learning Experience requirement. Three DLE credits are required of all bachelor degree undergraduate students entering UD as of Fall 2006 or later. Any student with 12 college or university credits (not including AP or IB credits) completed prior to Fall 2006, which are subsequently posted to the UD transcript, do NOT have to fulfill the DLE requirement, regardless of the date of UD matriculation.

Full Name: ___________________________ UD ID: ___________________________

Last, First, Middle Initial

Current Local Street Address: ________________________________________________

City: ___________ State: _______ Zip: ___________ Phone: ( ) ________________

E-mail: ___________________________ Cell Phone _______________________________

Semester of Registration for FINC364: ___________________________

Internship Start Date: ___________ Internship End Date: _________________

Schedule (days, hours of work): ____________________________________________

Company/Organization where internship will be performed: ___________________________

Site Supervisor’s Name: ___________________________ Title: ___________________________

Street Address: ___________________________

City: ___________ State: _______ Zip: ___________ Phone: ( ) ________________

Fax: ( ) ___________________________ E-mail: ___________________________

Internship Description: (Be as detailed as possible; attach extra sheets if needed)

Rationale: (How does this experience fit into your overall academic/career goals?)

Learning: (What do you expect to learn from this experience?)

Student Signature

On-Site Supervisor Signature

Timothy Detwiler, Finance Advisor, Signature

Date

Date

Date