HOW TO USE THE INTERNSHIP PORTAL

STEP-BY-STEP INSTRUCTIONS ON ACCESSING THE INTERNSHIP PORTAL

- Go to the School of Public Health Office of Career Services website: http://www.publichealth.indiana.edu/careers/
- From the menu on the left, select the appropriate menu option for you and then select “Internships for Academic Credit”.
- On the right side of the Internship for Academic Credit page you will see a link for the Internship Portal.
- After clicking on this link, you will be asked to login using your IU username and password.
- After logging in, you will have to select the appropriate course that applies to your major. If you are not sure which course to choose, ask your advisor for assistance on selecting the correct course. It is important to select the correct course number because the requirements vary by course & major.
- Now you will be at the SPH Internship Portal with step-by-step instructions (see sample below) of what needs to be completed before, during, and after your internship.
- You can also click on Search Internship Experiences to access a database of previous student internships. This can be very helpful when exploring your internship options.