

CVC Summer Internship Scholarship – FAQs

Summer 2024

How many CVC Summer Internship Scholarships are awarded for each summer?

Although the number varies each year, typically the CVC awards 20-40 students. Awards range from \$1000-5000 per student.

What criteria will the selection committee be using when determining which applications to select for a grant award?

- *Financial Need:* The applicant demonstrates financial need.
- *Intentionality:* The applicant shows evidence of thought around what they are searching for and how criteria for the summer experience have been determined.
- *Compelling articulation of why:* The applicant provides compelling rationale as to why these types of experiences would be critical to explore or pursue an identified career interest.
- *Depth of research and maturity:* The applicant demonstrates evidence of research and understanding of industry-based, organizational, geographic, and/or cultural dynamics of the proposed experience.
- *Overall merit of the internship*

What is required of those who receive the CVC Summer Internship Scholarship?

Students receiving scholarship funds must:

- Complete an internship during summer 2024.
- At a minimum, the internship needs to be:
 - 240 on-site hours AND
 - 6 weeks in length
- Commit to the Community Covenant while participating in the internship.
- Complete internship preparation and reflective requirements:
 - Attend the Preparing for Your Summer Internship Workshop – April 25, 2024 from 10:30-11:15 AM
 - Complete the 15+ hours of work outlined in the myInternship curriculum (managed through WheatonX) during the summer term
 - Participate in a Fall 2024 Wheaton Internship Debrief Event – Date TBD
 - Give permission for your internship information to be included in the searchable Wheaton College Internship Database

Does my internship need to fulfill both the minimum hour and duration requirement?

Yes.

What if I cannot complete the required tasks that go along with the receiving the CVC Summer Internship Scholarship (preparation requirements, myInternship curriculum, debrief requirements, etc.)?

We expect that recipients who are on campus will complete all required tasks. If you are abroad or have another special situation that will prevent you from completing required tasks, you need to explain your situation to the Internship Coordinator at internships@wheaton.edu and receive approval for your plans **before** accepting a scholarship.

When will I be notified if I am chosen for the award?

International recipients will be notified mid-March. Domestic recipients will be notified in early April.

What kind of documentation do I need to prove I have an internship?

An official offer letter from your employer is sufficient. Forward offer letters to internships@wheaton.edu.

If I am awarded funding, when and how will I receive payment?

Those that are awarded funding will receive a scholarship acceptance contract to complete and return to the CVC in order to receive payment. Failure to complete this contract can result in loss of scholarship.

The scholarship will be processed through Student Financial Services. Those that are awarded funding and submit the required forms as requested will receive the scholarship via direct deposit into their student account sometime in June.

Because it is directly deposited into your student account, if you have any outstanding bills it will apply to that first. If, after your outstanding balance is satisfied, there are extra funds in your account, they may be withdrawn. Please take note that this takes some time to process.

Can I apply for the scholarship if I have not yet received confirmation that I have secured an internship?

Yes, fill out the application with all the details of the internship (including where you are in the process) and if you are awarded the scholarship, you can let us know when you secure the internship. Securing the internship must occur before funds are disbursed.

Is Wheaton College awarding scholarships for international internships for summer 2024?

Yes. The details outlined in the chart below will be critical to know. Please follow the instructions on the [GoGlobal website](#) that pertain to your situation. Contact the Global Programs and Studies office at gps@wheaton.edu with specific questions.

	First phase of GoGlobal application complete	Additional materials due for IRAMC review at the March 15 th meeting	SHS Intake Form Due	All College requirements for international travel must be completed
International placement in a location with a Level 3 Travel Advisory or high medical risk	Friday, March 1, 2024	Tuesday, March 12, 2024 at 8 a.m.	Friday, March 22, 2024	Friday, April 19, 2024
International placement in a location with a Level 1 or 2 Travel Advisory	Wednesday, March 20, 2024	(IRAMC review NOT required)	Friday, March 22, 2024	Friday, April 19, 2024

What if I unexpectedly lost my internship for the summer?

The CVC recommends that you contact your career coach to assess your situation and come up with a plan for the summer.

Does this internship have to be for credit?

No.

Do I have the option to earn academic credit for my internship? If so, what is the process?

Yes. Note that registering for an academic internship, whether domestic or international, requires a specific application process, that you work with your academic department to secure approval for your internship experience, and you meet established Wheaton College deadlines.

- Review the [guidelines](#) and campus deadlines for a **domestic academic internship**
- Review the [guidelines](#) and campus deadlines for an **international academic internship**

What if I am applying for multiple internships and I don't know which one I will get or which I will choose?

Please fill out the application with the full scope of possible internship opportunities included. You can note those that are paid/unpaid. When working on the budget, include a range of needs based on the different options. If the form seems constricting, you can send along a separate document with more details.

Once you land the specific internship, please provide an update as we will use that information to make the final award decisions.

Are unpaid or underpaid remote or virtual internships eligible for the CVC Summer Internship Scholarship?

In accordance with the [National Association of Colleges and Employers](#), the CVC *will* consider remote or virtual internships eligible if all the following criteria are met:

1. The experience must be an extension of the classroom: a learning experience that provides for applying the knowledge gained in the classroom. It must not be simply to advance the operations of the employer or be the work that a regular employee would routinely perform.
2. The skills or knowledge learned must be transferable to other employment settings.
3. The experience has a defined beginning and end, and a job description with desired qualifications.
4. There are clearly defined learning objectives/goals related to the professional goals of the student's academic coursework.
5. There is supervision by a professional with expertise and educational and/or professional background in the field of the experience.
6. There is routine feedback by the experienced supervisor.
7. There are resources, equipment, and facilities provided by the host employer that support learning objectives/goals.

If all these criteria are followed, it is the opinion of the CVC that the experience can be considered a legitimate internship and thus eligible for the CVC Summer Internship Scholarship.

Can I combine work at multiple organizations?

Yes. Most recipients intern at one site, sometimes two, although in special circumstances it might make sense to combine more than two experiences. For example, a student could have a more traditional primary internship experience, but also include a part-time volunteer role or incorporate rotational shadowing as a secondary experience. Please include a confirmation letter or email from each site for the two most significant experiences. In your essays please describe how each experience will contribute to your vocational and career goals.

Am I eligible to receive the CVC Summer Internship Scholarship if I previously received a different type of internship funding at Wheaton?

Yes.

Are F-1 visa international students eligible to receive the CVC Scholarship?

Yes, F-1 visa students may apply for and receive the CVC scholarship. However, F-1 students must receive [Curricular Practical Training](#) (CPT) authorization from the ISP office to legally participate in an off-campus internship experience. Please work with the ISP office to ensure your desired internship plans are eligible, and eventually approved, under CPT. F-1 students that receive this scholarship should also expect to have tax responsibilities, related to this award, the following year.

Can I apply for an internship scholarship to support a fall or spring semester internship?

No. Currently we are only able to offer the scholarship for summer internships due to the funding available.

Is it a good idea to have my application reviewed by someone in the CVC before I submit it?

Following all the instructions is the best way to ensure a successful application. The CVC is always interested in helping you explore and pursue your career interests, but it is generally not necessary to have your application or written statement reviewed before submitting it. Career Coaches or CVC Ambassadors are also always available for resume review and internship search support.

What if I have any additional questions about the application process?

If you have a question that is not addressed on the website and the FAQ page, please email your question to internships@wheaton.edu.

What other summer internship funding sources might I consider?

In addition to the CVC Summer Internship Scholarship, you can also explore other Wheaton summer internship scholarships. Search the Wheaton website to find more information.

- Class of '65 Global Health Internship Scholarship (Pre-Health office)
- Dr. Norman Ewert Scholarship – Business/Economics Travel Fund
- Hayes Global Ministry Internship Fund
- James G. Dixon Jr. Award
- James M. Lane Outdoor Leadership Scholarship
- The Center for Urban Engagement Summer Fellowship in Public Interest Law
- GPS International Internship Travel Award
- Wheaton Center for Faith, Politics and Economics Internship Scholarship
- Wheaton Center for Faith, Politics and Economics Scholars Program
- Law Enforcement Officer Scholarship