DEPARTMENT OF GOVERNMENT AND POLITICS

GVPT Internship Program – Spring 2027

The Government and Politics Internship Program enables students interning in local, state, regional, and national political or policy institutions to receive course credit for their internship experience.

The GVPT Internship Program is a one-semester, two-course program in which students will develop an understanding of how their internship connects to the greater policymaking and governing process.

Students enroll in the following courses:

- **GVPT377 Experiential Learning: Government and Politics Internship Program**
  - 3-credit academic course that *may* be used towards the GVPT major requirements per GVPT's 'Experiential Learning Credits' policy.
  - GVPT377 is **mandatory** for participation in the GVPT Internship Program. If you cannot fit GVPT377 into your schedule, you should pursue alternate options for internship credit.
  - **The course will meet in-person on February 3, March 24, and April 14 from 6:30-9:15pm. There are no exceptions or alternatives for these dates and times.** Timely attendance of the full class time is mandatory for participation in the program, except for any excused absences as outlined by the UMD excused absence policy.
- **GVPT376 Experiential Learning**
  - GVPT376 is purely elective credit and does NOT count towards GVPT major requirements. It is graded on a satisfactory/fail basis.
  - Students earn 3 to 6 elective credits for GVPT376; the number of credits earned depends upon the total number of internship hours worked during the semester.
  - GVPT376 is a hidden course, so you will not see it on the Schedule of Classes. You will receive registration information upon program acceptance.

You must complete your internship to earn credit for GVPT377 and GVPT376. You are able to get paid during your internship and participate in the program.

Requirements:

- Current GVPT or IR major
- Minimum 3.0 GPA
- Minimum 60 credit hours
- Must not have earned credit previously for the same internship
- Must not have previously completed the GVPT Internship Program
- Internships cannot be campaign or on-campus positions (with the exception of START)
- Priority is given to students who still need to satisfy a GVPT Course of Choice and who may use GVPT377 to do so
  - **If you do not need the GVPT Course of Choice, you are encouraged to seek out alternate programs to earn elective credit.** One way to earn credit is through a BSOS Program. Please contact Liza Lebrun (llebrun@umd.edu) for additional information.

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If you do not meet any of the above requirements but have secured an internship and need a GVPT Course of Choice 300/400 level, please contact Shayna Shor (sshor@umd.edu) to discuss credit options. Admission to the GVPT Internship Program is competitive and meeting eligibility requirements does not guarantee admittance to the program. It is strongly encouraged that you apply early as this is a popular program that often has every spot filled. If the program fills before the application deadline, we will begin reviewing applications for waitlist spots.

Participation in this program does not approve students to take on a credit overload. The intention would be for a student to adjust their schedule so that they are still completing a normal credit load (approximately 15 credits) including their internship. We strongly recommend against a full-time course load in addition to your internship courses (GVPT377 and GVPT376). If you need assistance adjusting your schedule, please contact GVPT Advising (gvptadvising@umd.edu). If you would like to request a credit overload (more than 20 credits) you will need to contact BSOS Advising (bsosadvising@umd.edu). Credit overload will only be considered for students who need more than 20 credits to graduate in a timely manner with their degree or due to another special circumstance that makes the overload academically necessary. As a reminder, all students can add up to 17 credits before the first day of classes and up to 20 during the schedule adjustment period.

Benefits:

- Receive 3 course credit hours towards GVPT major requirements
- Receive general elective credit for the hours worked at your internship
- Network with other students in similar internships
- Learn how to market your internship on your resume and in job interviews
- Develop relationships with professionals who can serve as references for future employment opportunities

Time Commitment:

- Students are expected to intern between 9-20 hours per week during the semester
- GVPT377 is a weekly academic course with online and in-person components. Students must be able to attend in-person class dates to participate in the program.
- There are no class meetings for GVPT376; you are earning credit for the hours spent working at your internship. Your internship supervisor will complete an evaluation of your performance.

Application Materials:

- Completed intake form. This form MUST be signed by your site supervisor. Applications without a signature will be considered incomplete.
- A cover letter detailing what you hope to gain from your internship and how it fits into your future career goals in government and politics.
- A current unofficial transcript. You may download this through Testudo.
- One-page resume highlighting previous employment or internships and relevant courses

- A short writing sample, less than 2 pages, that illustrates your research, analysis, and critical thinking skills. An example could be an excerpt from a paper you've written for class. Please provide a header that gives the context of the sample (i.e. research paper written for state and local government class)

If you are an International Relations student who would like to appeal to count GVPT377 as an International Relations Course of Choice 300/400 level, please submit a statement in addition to the above application materials that includes basic internship information (location, expected duties, hours) and justification for the International Relations designation. You should explain how the internship will address the program outcomes for your International Relations major. The program outcomes are:

1. Understand basic international relations concepts including power, political institutions, international organizations, political economy, theories of the state, political conflict and war, and contending analytical and theoretical approaches. (Both B.A. and B.S.)

2. Identify causes of systemic bias and discrimination against underrepresented groups and structural disadvantages of states in the Global South, such as persistent legacies of colonialism and imperialism, and critically evaluate theories and evidence on the impact of race and identity in international politics. (Both B.A. and B.S.)

3. Use international relations concepts, modes of inquiry, and analytic skills to address contemporary problems in international politics, understand the politics of diversity, and encourage civic engagement. (Both B.A. and B.S.)

4. Demonstrate familiarity with the methods, approaches, and theories used to interpret information applicable to international relations. (B.A. only)

5. Communicate key arguments and ideas in international relations effectively in writing and speaking. (B.A. only)

4. Understand, interpret, and produce empirical international relations research using sophisticated quantitative methodology. (B.S. only)

5. Communicate key arguments and the results of empirical analyses in international relations effectively in writing and speaking. (B.S. only)

Important Policies:

You are responsible for knowing the following policies:

- GVPT BA and BS majors are able to apply up to 6 experiential learning credits towards GVPT major requirements. IR BA majors are able to apply 6 experiential learning credits towards their major requirements with the following limitation: GVPT departmental approval is needed to use experiential learning credits for an IR/CP course of choice requirement (up to 6 credits). IR BS majors may apply a maximum of 3 experiential learning credits towards their major requirements

with approval from GVPT's Director of Undergraduate Studies only. More information on the experiential learning credit policy can be found here.

- GVPT considers experiential learning to consist of approved internship programs (GVPT377, Federal/Global/Maryland Fellows **Fall** courses [**NOT** including ENGL381/HONR368A]), GVPT research and independent studies (GVPT388), the GVPT Undergraduate TA program (GVPT386/389), Mock Trial (GVPT217 and 317), and Moot Court (GVPT439L, GVPT439M, and GVPT439N). Opportunities that put students beyond the six-credit limit will be considered **elective credit.**
- Students are limited to registering for 17 credits prior to the first day of classes. Admission to the GVPT Internship Program does not override this policy.
- Priority for admission to the GVPT Internship Program will be given to students who still need to complete a GVPT course of choice and can use GVPT377 to do so.
- You must complete your internship in order to remain enrolled in and receive credit for GVPT377 and GVPT376.

Deadline:

Applications are reviewed on a rolling basis. Space is limited. Therefore, it is strongly recommended that you submit your application early**. The final application deadline is 5PM on Friday January 22, 2027. If this program fills prior to the final application deadline, applications will be reviewed for waitlist spots.**

Submit application materials to Shayna Shor, GVPT Academic Advisor, via email at sshor@umd.edu using subject line: GVPT INTERNSHIP APPLICATION - YOUR FIRST & LAST NAME. Students will be notified of their acceptance to the program via email. **Please be sure that you have included all required application materials.**

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GVPT Internship Program Applicant Intake Form

Name: _____ UID: _____

Email: _____ Phone: _____

Please check the appropriate box for the following questions:

1) I will have at least 60 cumulative credits at the end of this semester ☐ Yes ☐ No

2) This will be my first time taking GVPT377 and GVPT376 ☐ Yes ☐ No

3) I have not exceeded the experiential learning credit limit for my major ☐ Yes ☐ No
Note: IR-BS students can apply up to 3 experiential learning credits toward their major requirements; IR-BA, GVPT-BA, and GVPT-BS students can apply up to 6 credits toward their major requirements. See our experiential learning policy here for a full list of what counts towards experiential learning in GVPT

4) I still need to complete at least 1 GVPT Course of Choice 300/400 level ☐ Yes ☐ No

5) I am able to commit to the synchronous meeting sessions for GVPT377 ☐ Yes ☐ No
Note: The meeting sessions are February 3, March 24, and April 14. By checking this section, you agree that you will not schedule other academic, personal, or work commitments during these meeting times.

6) I understand I cannot earn credit for one internship through multiple programs ☐ Yes ☐ No
Note: This means you may not register for multiple credit-bearing programs to cover the same internship

7) I am submitting this application with all required supporting documents and have read this application in its entirety ☐ Yes ☐ No

By signing below, I affirm that the information enclosed on my application materials is true and confirm my understanding of the requirements for the GVPT internship program.

Student Signature: _____ Date: _____

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GVPT Internship Program Applicant Intake Form

Name: _____ UID: _____

Email: _____ Phone: _____

Internship Site: _____

Division (if applicable): _____

Internship Site Address: _____

Start Date: _____ End Date: _____ Hours per Week: _____

Please list below your duties and responsibilities at your internship:

To be completed by the internship site supervisor:

Supervisors, by signing below you are confirming the internship dates, weekly hours, and position responsibilities as noted above.

Additionally, as a requirement of earning credit, **students must attend an academic course which meets from 6:30-9:15pm on February 3, March 24, and April 14**. If students cannot attend these class meetings, they cannot earn credit for their internship. By signing this application, you are confirming that there are no internship-related conflicts with these meetings.

Is a security clearance required for this position? ☐ Yes ☐ No

If yes, has it been approved? ☐ Yes ☐ No ☐ N/A

Supervisor Name: _____

Supervisor Email Address: _____

Supervisor Signature: _____ Date: _____

Student Signature: _____ Date: _____