

Internship Frequently Asked Questions – Approval Process

1. Where can I find PSYC 499 information?

- a. The PSYC 499 syllabus, the Planning Document, and the set of PowerPoint slides to describe the internship process are all at the Internships link of the Psychology Department webpage, located: <http://www.liberty.edu/index.cfm?PID=6971>

2. What is the Internship?

- a. The Internship is an experiential application of the research and theories from previous Psychology courses. The course provides direct experience in helping persons with special needs, enhances awareness of the responsibilities and skills needed for professional employment in the psychological services, and requires a synthesis of human development in spiritual, social, emotional, and cognitive behavior patterns.

3. Who has to take the Internship course?

- a. The PSYC 499 Internship is required by students pursuing their B.S. in Psychology.
- b. It is required for both residential and online students.
- c. It is not required for those seeking an A.A. in Psychology or a Minor in Psychology, Sociology, or Christian Counseling

4. Does Liberty University place students in their Internship sites?

- a. No. As the Online Program and Residential Programs serve a large number of areas and students worldwide, Liberty does not place students in their internship sites. Finding a fieldwork placement is up to the student.

5. How do I go about finding an Internship site?

- a. You should begin by talking with the people in your area who are currently doing the type of work in which you are interested in and which meets your internship course requirements. The best places to start are local community service boards or mental health agencies. These agencies usually have ample experience with Internship students and usually provide a variety of options and opportunities for experiential learning. Additionally, they can provide students with a plethora of information regarding the services and opportunities in the students' local areas.
- b. Visit the agency in person. This shows initiative and helps the agency put a face to your name. Bring your resume and PSYC 499 syllabus to review the course objectives with your potential site.
- c. Liberty University may also have a listing of sites previously used by our students in your state. Students can inquire about this list by contacting the LU Career Center. This list does not guarantee placement for a Liberty University student.

6. How should I ask an agency or a potential supervisor if I can be an intern?

- a. You should ask to volunteer or to work at the agency, instead of asking for an internship. If you ask for an internship, the agency or supervisor may think that they must have a structured internship program. Potential sites do not need to have a structured internship program; however, they must be able to provide the intern with experiences that meet course requirements. Be prepared to describe your course requirements and bring your syllabus to the interview.

7. What qualifies as an approvable Internship site?

- a. In the past students have used community agencies, counseling practices, school guidance offices (only outside of Lynchburg, Va.), industrial organizational research facilities, (HR) human relations offices, day care centers, social services, autism centers, hospitals, crisis centers, youth camps; anything related to human service where human behavior can be witnessed and evaluated.
- b. While the psychology field is broad, jobs such as grocery store clerk, retail sales, waiting tables, etc. are not approvable sites/jobs for the internship as they are not an implicit psychological service.

8. How do I get registered for PSYC 499 internship?

- a. Successfully complete 18 psychology credits and have senior status with an overall GPA of 2.0 or higher.
- b. Contact an LU Online Advisor by phone at 1-800-424-9595 for your prerequisite approval and registration information. Please do this before you begin looking for a site/agency for your internship.
- c. You will receive an informative e-mail regarding registration when you near the end of your degree. In this e-mail you will receive instructions for how to locate the approval paperwork (SIA) and how to register for the internship once your SIA has been approved by the department.

Contact Information

LU Online Advising:

- 1-800-424-9595
- psvc@liberty.edu

Paperwork Questions:

- psvc499intern@liberty.edu