

**St. Petersburg College  
Student Internship Checklist**

**HUMAN SERVICES – BACHELOR OF SCIENCE  
HUMSVC-BS**

**HUS 4945 CO-OP WORK EXPERIENCE IN HUMAN SERVICES**

The human services internship addresses the intermediate and advanced skills of the human services professional. This course will provide students with the opportunity to work in the field to develop and strengthen their expertise. Students will integrate and build upon knowledge gained in their human services classroom work by applying these skills through a supervised **180-hour** workplace internship. With a focus on hands-on experience, students will engage in individual and group counseling, case management, crisis intervention, client education, referrals, and consultation with other professionals.

Before you are enrolled in the internship course, you must meet the following requirements:

- Complete at least 45 credits towards the degree.
- Complete the program courses below and their prerequisites.
- Complete at least 15 credits of the General Education requirements for the program.
- Complete the [Internship Application](#) before the [application deadline](#).
- Secure an internship related to your major
- Submit internship placement details using [this form](#).

Once your placement is approved, the (COLLEGE OF SOCIAL BEHAVIORAL SCIENCES & HUMAN SERVICES ACADEMIC DEPARTMENT) will be notified as interns will be allowed to enroll themselves into the course.

For support locating an internship:

- Complete the following [Career-Readiness](#) workshops: [Resume Development](#), [Interview Preparation](#), [LinkedIn](#), and [How to get hired](#).
- Submit your Resume for review in [Skills First](#)
- Complete your profile in [HireSPC Titans](#)
- [Contact Career Services](#) on your home campus

*The following courses must be completed with a “C” or better prior to registering for an internship course:*

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**Credit Hours**

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