



1st YEAR STUDENT CAREER SERVICES NEED-TO-KNOWS

As you navigate the 1st year of your graduate program here are some resources and need-to-knows to help guide you through your first year.

Bush School Graduate Career Services Page: <https://bush.tamu.edu/careerservices>

Academic Department Contact Information

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Internship/Language Immersion Information

The Bush School requires graduate students to complete a full-time (40 hours/week) professional internship for a minimum of ten weeks, or the equivalent hours (a minimum of 400 hours) spread over a longer period of time. Students in the MIA program have the option to complete an intensive foreign language immersion instead of the internship.

Although the Bush School strongly encourages students to secure paid internships, the school acknowledges that some internships that provide a substantive professional experience offer little or no financial compensation to students. The school also recognizes that language immersions are not paid experiences. The school therefore offers limited funding to help students meet their financial obligations during their unpaid internship or language immersion.

The internship requirement may be waived if the student has at least two years of recent professional-level public service experience related to their degree and career goals. For information on the waiver process, see your academic department contact.

Student Funding Eligibility

A student will be eligible to apply for the **unpaid** internship/language immersion funding if they meet **all** the following conditions:

1. The individual must be enrolled as a full-time student in either the **MPSA** or **MIA** degree program.
2. The student **must attend all five** required career programming workshops in the fall of their first semester and submit the required deliverables by the deadline.
3. The student **must attend** an internship/language immersion informational meeting in the spring semester of their first year. Specific information will be provided there about the process to apply for summer funding.
4. The student must be in good academic standing (i.e., not on academic probation) at the time of application.

12Twenty

Students are encouraged to engage with the Career Services office to strengthen their professionalism and prepare for careers in public service and international affairs. Career Services uses 12Twenty, an online career management system, to share job and internship postings, event details, career resources, and to collect application materials such as resumes and cover letters.

Some events require RSVPs. Please only submit an RSVP if you plan to attend. Submitting an RSVP without the intention of participating is considered unprofessional and may reflect poorly with the facilitator or employer.

You will receive more information about accessing 12Twenty during orientation.

Useful Links

- [Career Programming Canvas Course](#)
- [12Twenty](#)
- [2024 Internships/Language Immersions](#)
- [Contact Page for Career Services](#)
- [Bush School LinkedIn Group](#)