International internship advising checklist

Bring what you know to your first appointment. Use the discussion to fill in missing details. For overseas work, involve Study Abroad in Global Engagement early.

- ☐ Career goals and desired skills
- ☐ Host or provider name and official link
- ☐ Duties and proposed projects
- ☐ Supervisor and contact details
- ☐ Dates and weekly hours
- ☐ Physical work country and city; in-person or remote
- ☐ Costs, compensation, and payment deadlines
- ☐ Housing and local support
- ☐ Desired major, elective, or certificate credit
- ☐ Proposed course, instructor, and academic requirements
- ☐ USU application and review route
- ☐ Actual scholarship and program deadlines
- ☐ Passport and activity authorization needs
- ☐ Access needs and available support
- ☐ Orientation, travel registration, and coverage steps
- ☐ Next action and follow-up appointment

Advisor / office: _____
Next appointment: _____