

## Interested in an Internship?

1. Who qualifies? Criminal Justice majors with 2.5 GPA or greater; 60 credits completed
2. Must enroll in CRJU 484 for at least 6 credits.
3. Internship webpage:
  - a. Go to CJ Department website.
  - b. Click on “Undergraduate Internships.”

or

  - a. Visit: <https://www.radford.edu/content/chbs/home/criminal-justice/internships1.html>
4. Read over the Internship Manual that is linked to this webpage.
  - a. Note the table that shows how many hours of “work” are required for various credit hours.
  - b. Note that students contact the agency where the student wants to intern.
  - c. Note that there is a requirement to do daily journals and carry out reading and writing assignments from a textbook.
5. Read over the internship check-off list that is linked to this webpage. Follow those steps to enroll in the internship.
6. Take the signed internship agreement form and the Internship Registration Form to Mr. Snow. Students take the Internship Registration Form (after Mr. Snow signs it) to the Registrar. The Registrar enrolls the student in CRJU 484; the student does not enroll in the course in the normal manner.
7. NOTE THAT STUDENTS MUST PAY TUITION AND FEES FOR THE CREDIT HOURS EARNED FOR CRJU 484!
8. If you still have questions after following these instructions, contact Mr. Snow at [esnow@radford.edu](mailto:esnow@radford.edu) to schedule an appointment.