



## ***Ft. Bragg/USASOC Internship Program***

### ***Eligibility Requirements:***

- ✓ Juniors with at least 60 completed semester hours
- ✓ Transfer Students with fewer than 30 credits transferred to FSU, but with a total of 60 credit hours
- ✓ ***Graduate Students in the Major areas of study listed below***
- ✓ Minimum of a 3.0 + Cumulative GPA
- ✓ Preferred Majors: Accounting, Business Administration, Management Information Systems, Computer Science, History, English, Mass Communications, Foreign Languages and Psychology

***Please Note:*** Eligibility to obtain a Security Clearance includes a Criminal and Credit background check. Students ***MUST*** pass both.

### ***Application Steps: (MARCH 1, 2010 – DEADLINE)***

1. Get a Ft. Bragg / USASOC packet from the Office of Career Services
2. Fill out the Memo / Certification Letter and take it to the academic advisor for approval and signature
3. If the student is interested in gaining academic credit for the internship, they will also take the Internship Learning Contract, to the advisor and discuss how the internship will fit into your academic plan.

***\*\*The Student Learning Contract can be found on the Office of Career Services Webpage under the "Student Tab – Internships." The Employer Mid-Term and Final Evaluation forms are included in the Learning Contract and will be forwarded to the Academic Advisor for grading. It is the responsibility of the Academic Advisor to determine the student learning outcomes and requirements for successful completion of internships for credit.***

4. E-mail a copy of their resume to Ms. Daisy Osborn ([dosborn@uncfsu.edu](mailto:dosborn@uncfsu.edu)); put in the Subject Line: Resume for Ft. Bragg Internship
5. Get an official copy of your transcript from the Registrar's Office
6. Bring the signed Memo / Certification letter, your official transcript, hard copy of their resume and Internship Contract Agreement (*If gaining academic credit*) to Ms. Daisy Osborn in the Office of Career Services to begin the application process.
7. Once the students' packet is given to the USASOC Office it will be reviewed and students will be contacted for an interview.
8. Ms. Osborn works with all students to ensure that their resumes are formatted correctly and that they understand the expectations of the interview process and the internship.

### ***For additional information and assistance contact:***

Helene A. Cameron, Director of Career Services and Business Manager for the Division of Student Affairs  
910-672-1095 or [hcamero4@uncfsu.edu](mailto:hcamero4@uncfsu.edu)

Daisy Osborn, Career Counselor  
910-672-1647 or [dosborn@uncfsu.edu](mailto:dosborn@uncfsu.edu)