# CRIMINAL JUSTICE & CYBERSECURITY INTERNSHIPS

## HOW DO I APPLY FOR A CJC/CYB INTERNSHIP FOR CREDIT?

Career Link:

- 1. Access the Career Link. This can be found under the "Careers/ Jobs" tab on the Student Hub.
- 2. Login or sign up using your MSU Denver login information.

Finding Jobs and Internships:

- 3. Once logged into Career Link, click on the "Jobs & Internships" tab on the sidebar on the left of the page.
- 4. Search all internships or narrow your search by selecting different position types, industries, internship types, etc.
- 5. Once you find an internship that you're interested in, click on the posting to view all necessary information.

#### To Apply:

Click "Apply" at the bottom of the posting and a screen will pop up prompting you to submit the documents necessary to apply. Please contact Dr. Cheek with questions at jecheek@msudenver.edu

### PLEASE NOTE:

All applications for internship credit must be submitted and approved by the CJC department prior to you starting the internship in order to receive academic credit. Internship credit will not be granted retroactively.





Career Link Website

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### HOW DO I RECEIVE CREDIT FOR A CJC/CYB INTERNSHIP?

Career Link:

- 1. Access the Career Link. This can be found under the "Careers/ Jobs" tab on the Student Hub.
- 2. Login or sign up using your MSU Denver login.
- 3. Once logged into Career Link, click on "Internship Credit" tab on the sidebar on the left of the page.
- 4. Click "Add New" to start an application for internship credit.
- 5. Fill out the application with the following information (all other necessary information will be on the application):
  - 1. Student ID# (900/901#)
  - 2. Start and end dates of your internship
  - 3. Internship schedule
  - 4. Internship supervisor information
  - 5. Internship credit information
  - 6. Learning objectives
  - 7. Detailed internship description
- 6. Click "Submit". Once the form has been submitted, the form will be sent to the C2 Hub, followed by the employer. You will be notified once your application has been approved. You will then be given information on how to register for credit.

Please contact Dr. Cheek with questions at jecheek@msudenver.edu





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