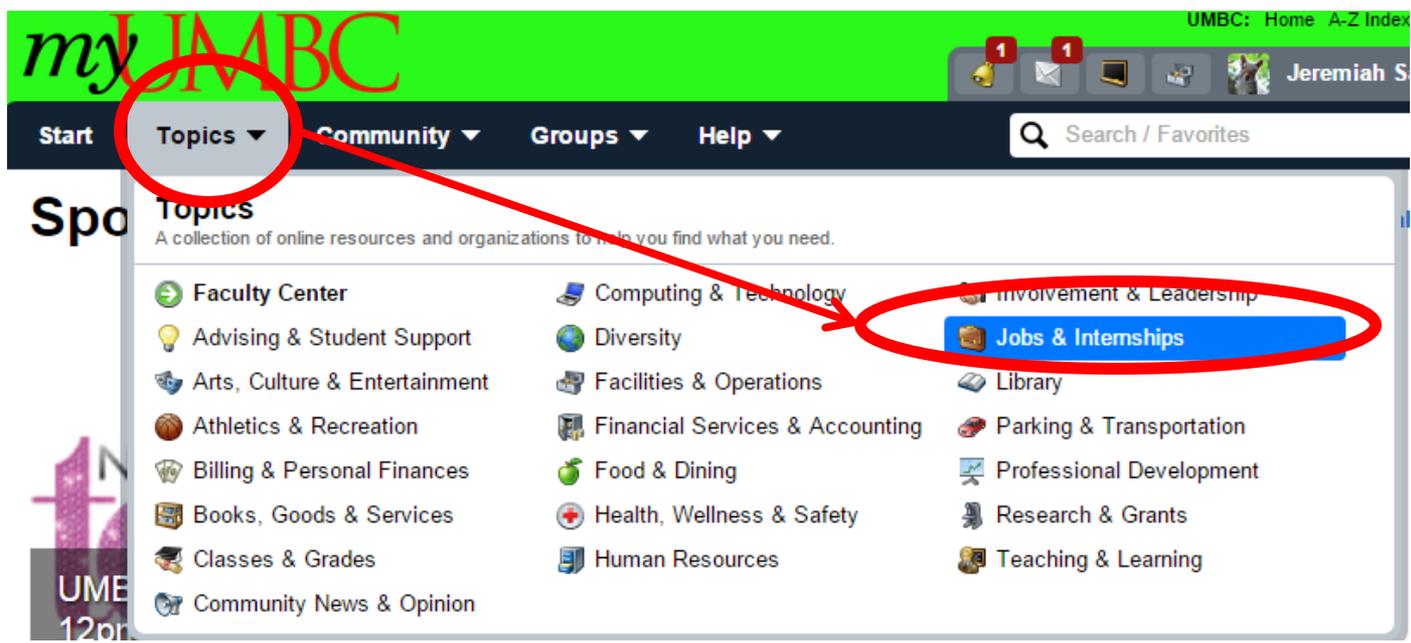
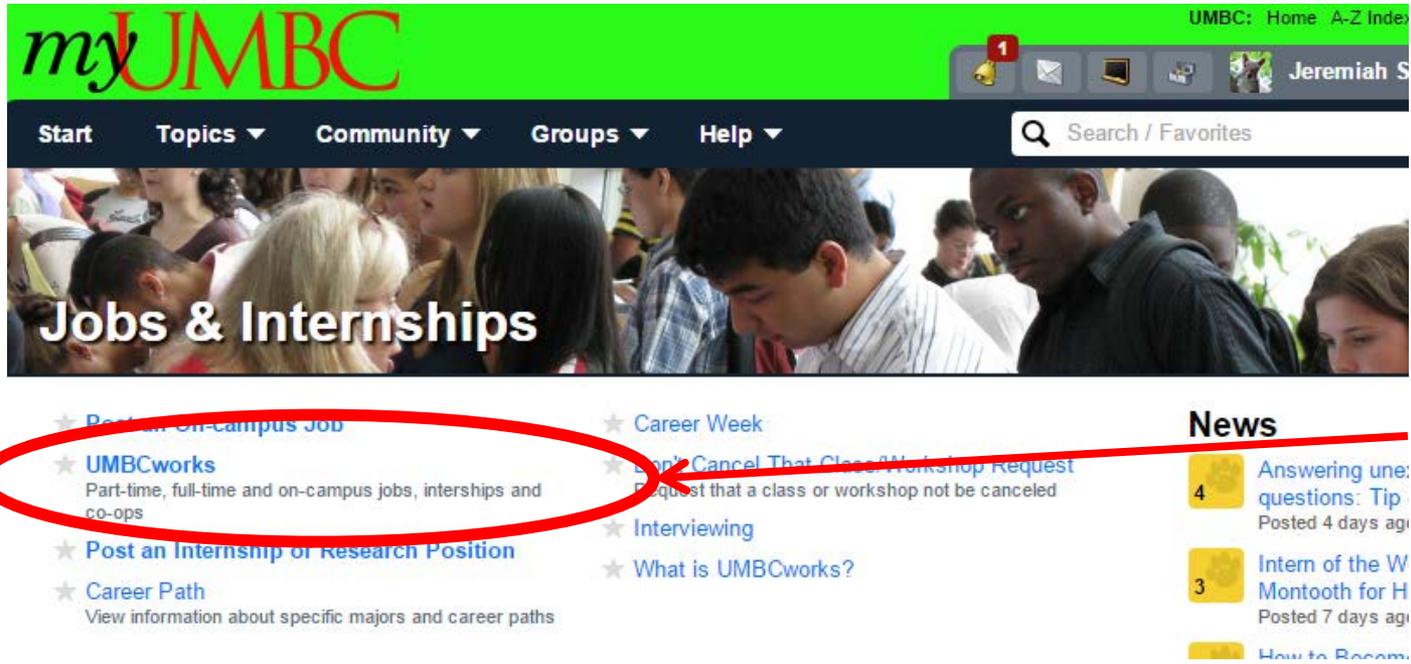


Starting at myUMBC:

- 1) Go to Topics
- 2) Select Jobs & Internships



Then select *UMBCworks*



Home **Profile** Documents Resources Jobs Employers Interviews Networking Surveys Events Calendar

Welcome

Personal
Academic
Placements
Intern/Co-op/Research/Service Requirements

SEARCH

My Account

QUICK LINKS

- [Request a Counseling Appointment](#)
- [Career Finder](#)
- [Getting Started: Using UMBCworks](#)
- [How to Apply to Internships & Co-ops on UMBCworks](#)
- [Going Global](#)

FIND A JOB

- [Search Jobs \(all jobs\)](#)
- [Jobs I Qualify For](#)

LAND AN INTERVIEW

- [Scheduled Campus Interviews](#)
- [Pending Campus Interviews](#)
- [Campus Interviews I Qualify For](#)

NETWORK

- [Professional Network](#)

ANNOUNCEMENT
Career Center now recruiting for Career Peers

The Career Center (CC) is currently accepting Career Peer applications for the 2015-2016 academic year.

- Gain leadership skills.
- Help fellow students with resumes.
- Improve your presentation skills.
- Represent the Career Center at special events.

Apply now!

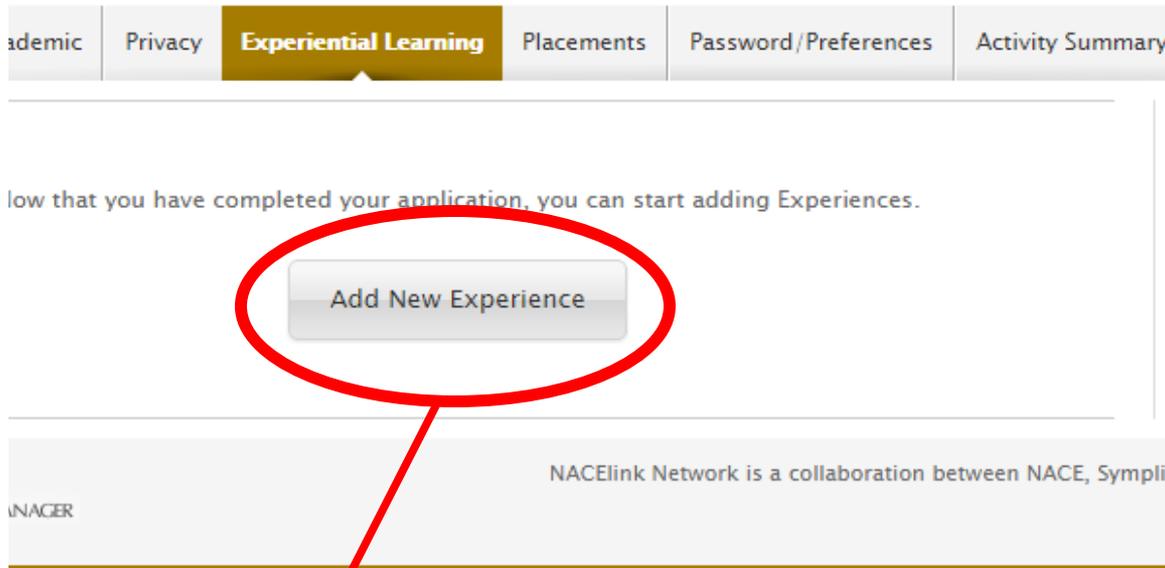
To apply to the Career Peer position, go to the jobs section, and do a keyword search based on the position id number (job#9274183).

ANNOUNCEMENT
Make Your Appointment Online to See Us!

[Schedule Appointment](#)

From the UMBCworks Homepage:

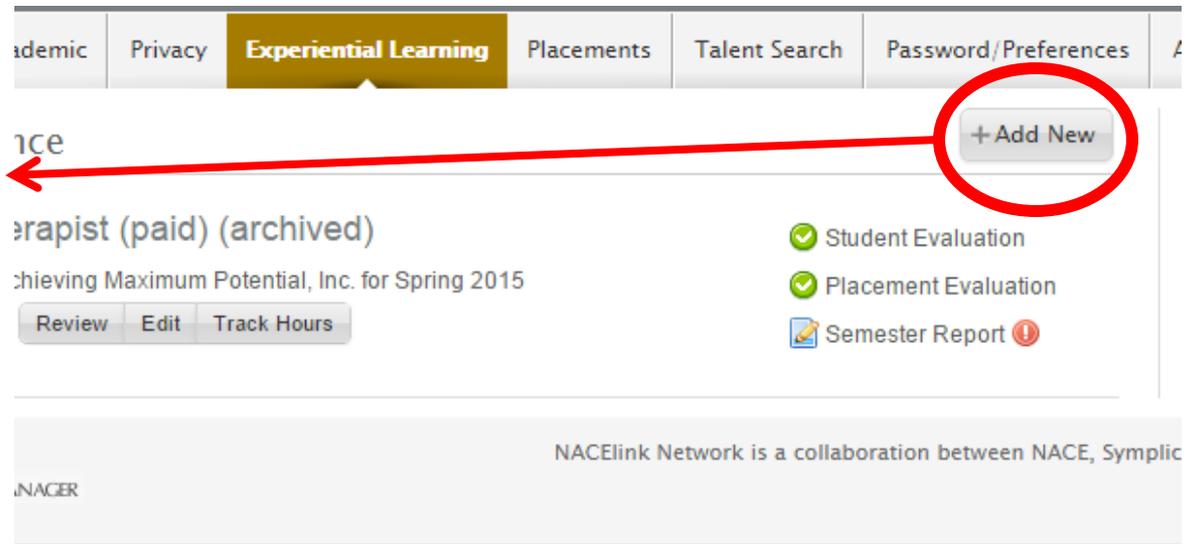
- 1) Go to Profile
- 2) Select Intern/Co-op/Research/Service Requirements



In the Experiential Learning page you add your new experience.

If it is your first semester registering, the page will look like the above example.

If you are returning, it will look like the example on the right.



Fill out all required fields in the PRAC Registration Information section. You may ignore the other sections for now (not shown).

****ALL STUDENTS SHOULD HAVE A LETTER/EMAIL CONFIRMING YOUR EXPERIENCE FOR THE SEMESTER OF APPLICATION** You will upload this into your application. Failure to do so may result in your application not being approved.**

 Instructions: Please review/input the basic Exp. Learning information and click [save] to save your results.

PRAC Registration Information

Resubmission Notes from Career Center:

Type*:

Work Term*:

Employer/Community Partner: If you cannot locate your employer, enter "New Employer" and fill in the section below

Job:

Position Title: If your position is not in the above selection, list it here

Start Date*:

Full-time or Part-time?*: Full-time is 35 or more hours per week; Part-time is less than 35 hours per week
 Full-time Part-time

Hours Per Week*:

Supervisor Name*: Please list the person with whom you work most closely. If you do not have a supervisor yet, please list your current company contact.

Supervisor Email*: Please list the email of the person who you work most closely with as they will be the one asked to complete your Performance Evaluation. This information may also be used to confirm that you have discussed and agreed on your learning objectives.

Is your Supervisor a UMBC alum?*: Yes No

How did you find your placement?*: The Shriver Center Found it on my own Career Center/UMBCworks

Are you interested in academic credit?*: Not sure? Email us at internships@umbc.edu
 Yes No

Position Description*: Please provide a brief description about your position within the organization you will be with.

Attachment(s): Please submit verification of your position here (e.g. offer letter, email from employer, and etc.)

Student Agreement Signature*: By signing below, you give the Career Center/Shriver Center permission to register you in the appropriate Cooperative Education, Research, Service, Internship, or Campus Employment Practicum that will provide a record of your participation in a University sanctioned experiential learning position and enable UMBC to evaluate your performance with a Pass/Fail grade indicating successful or unsuccessful completion of your placement and the requirements that accompany it.

After submitting your information it will be pending a review from Career Center staff

Personal Academic Privacy **Experiential Learning** Placements Talen

1 Experience

Intern
with APLAC for Summer 2015

PENDING Review Edit

NACElink CAREER SERVICES MANAGER NACElink Network

Personal Academic Privacy **Experiential Learning** Placements Ta

1 Experience

with Sanborn County Department of Health for Summer 2015

APPROVED Review Edit Track Hours

NACElink CAREER SERVICES MANAGER NACElink Network

Personal Academic Privacy **Experiential Learning** Placements P

1 Experience

Career Peer Advisor 2015-2016
with SMC Career Center for Summer 2006

NOT APPROVED Review Edit

NACElink CAREER SERVICES MANAGER NACElink Network

Your application will be accepted or rejected. Either way you will receive an email welcoming you to PRAC or asking for more information.