Student Frequently Asked Questions

1. When is the deadline to apply to the Internship program?
   Deadlines are generally sometime before the beginning of each semester, but vary depending on the opportunity. Please check the Internship Opportunities page for specific details or ask the PD Advisor for more information.

2. What is the application process?
   a. Express interest in the Internship program by completing the online internship form
   b. Complete the “Preparing for your Internship” online course via Canvas
   c. Apply to specific internship opportunities via Symplicity

3. Can I get help preparing my resume and cover letter?
   Yes, apply to the internship program and complete the “Preparing for your Internship” online course. If you are still having trouble creating a professional and effective application, contact the PD Advisor to set up an appointment for one-on-one advising.

4. When do internships start?
   Most internships start at the beginning of each semester, but the start date can vary depending on the needs of the organization, festival or project.

5. Are the internships paid?
   Typically, the internships are unpaid but sometimes arts organizations have the resources to offer honorariums for internship students. If this is the case, it will be noted on the job posting.

6. What do you mean the internship is a course?
   The internship is a course, FPA 406 for undergraduates and FPA 827 for graduates. You pay tuition on the internship and receive academic credits towards your degree.

7. What are the requirements of the internship course?
   For FPA 406, the grade breakdown for the course is:
   5% Online Participation
5% Debrief Workshop Attendance
25% Final Work Report
65% Supervisor Evaluation

Other mandatory documents to submit throughout the semester:
1. FPA 406 course enrollment form
2. Midway reflection worksheet
3. Student evaluation

8. What will I gain from participating in the internship?
   • You will be able to discover and reflect on your passion in relation to your artistic and career development and be better equipped to plan your future career goals
   • You will cultivate a network of important community contacts and learn how to leverage existing contacts to develop your artistic career
   • You will gain first-hand insight and a better understanding of the structure, logistics, and operation of arts organizations and/or artistic projects
   • You will identify employment-specific strengths and skills and transfer them to various career options
   • You will develop a professional resume related to the arts community and gain experience with interviewing
   • You will gain valuable mentorship from your site supervisor
   • You will create for yourself a way to bridge post-secondary learning with the professional world

9. Do the internships require working during the weekday hours or on weekends?
   Different internships have different requirements – specific details of each internship position will be included in the job posting or to be discussed with your supervisor.

10. Can I do the internship while taking classes?
    Yes, but keep in mind that you are required to commit to 8-12 hours per week working with the organization. This time may be during weekdays or weekends, so please be sure that you are accommodate the internship before submitting your application. It is recommended that you don’t take more than 4 other courses in addition to the internship course.
11. Can I do the internship course if I have graduated already?
   Unfortunately, the internship course is for academic credit therefore it is not available to students who have completed their studies at SFU.

12. Can I do the internship course if I am not enrolled in other courses but have not yet graduated?
   Yes, it is perfectly fine for the internship course to be the only course you are enrolled in if you are still working towards fulfilling your degree requirements.

13. Can I do an internship while working a part-time/full-time job?
   Yes, but keep in mind that you are required to commit to 8-12 hours per week working with the organization. Be sure you can accommodate the internship before submitting your application.

14. Is it important for me to have a high quality resume when applying for internships?
   Yes! Complete the “Preparing for your Internship” course and set up an advising appointment with the PD Advisor for one-on-one resume and cover letter help.

15. You haven’t answered all my questions
   Contact the PD Advisor if you have more questions!