

Whitman Internship Grant Frequently Asked Questions

1. What are the application periods?

Grant Cycle	Application period/availability
Fall (September-December)	August- 3rd week of September
Academic year-long (September-May)	August-3rd week of September
Spring (January-May)	November- 2nd week of January
International summer (May/June-August)	February-2nd week of March
U.S. summer (May/June-August)	March - 3rd week of April (<i>this deadlir does not apply to international students using OPT for a U.S. internship</i>)

2. I'm unsure about my eligibility as a student to apply for a WIG, who can I talk to?

Student eligibility information can be found within the WIG application packet. If you still have questions about eligibility please connect with the Assistant Director for Internship Programs, Mitzy Rodriguez. If you are an international student, please be sure to also connect with the Director of International Student and Scholar Support Services, Greg Lecki.

3. I currently have a WIG, is it possible to apply for another term with the same internship?

If you are applying for a consecutive term of WIG funding with the same internship, there must be an indication of increased responsibility and job function. Please refer to the criteria for application evaluation within the WIG application packet for additional information.

4. I was going to apply for a WIG cycle but chose not to. Do I need to complete the prerequisites again when I apply for a new cycle?

Prerequisites must be completed within four months of the application deadline. They do not carry over academic years.

5. I am still waiting to hear back from internships and the deadline is approaching. Do I need an internship secured by the application deadline?

Yes, an internship must be secured before applying for a WIG.

6. Where can I find information about the dates and times for workshops and information sessions?

Dates and times are on Handshake.

7. I may have conflicting commitments that impact the duration of the internship I will be using to apply for a WIG. What are the time frames for an internship to be eligible?

Fall/Spring semester: September - December/January – May

Academic Year: September – May

Summer: May – August

8. I am a part of the 3+2 program, am I eligible to apply for a WIG?

Students are eligible to apply if they will be enrolled full-time during the academic year. Students applying for a summer grant must be enrolled for the following term. For example, students in their final years are ineligible to apply for a Summer WIG if they graduate in May.

9. I secured an unpaid internship in my hometown. Are they eligible for a WIG?

As long as the internship is eligible based on FLSA standards, they are eligible for a WIG. Internship needs to be high-impact and relevant to educational foals and/or career interests. They must not involve religious work

10. What are the limitations for the religious institutions?

An internship with a religious institution is possible however, the internships and scope of work cannot be involved with religious ideology or mission work. The scope of work and purpose of the internship will need to be well articulated to explain that there is no religion involved with the work of the internship.

11. Is there an hourly requirement from an internship to qualify for a WIG?

The internship secured must last the duration of the term you are applying for and abide by FLSA requirements. Part of the FLSA requirements is the internship coalesce with the academic year schedule. For example, you cannot work during Spring Break because it is an academic break.

12. Are independent businesses eligible for a WIG?

Eligible employers for a WIG must be a non-profit, public office, or some for-profits that are approved on a case-by-case basis.

13. Where do I find all the needed information and forms?

All forms and the application are available in the Application Packet. This packet is shared on the WIG website page. The WIG application is a Google Form linked within the Application Packet. If you need help finding these materials, please email ccec_info@whitman.edu and we can assist you.

14. I want to start preparing to apply for a future WIG cycle, when should I start? What resources are available to me?

1. Be familiar with the application period (see above) and start preparing time in your schedule to complete prerequisites.
2. Search for eligible internships. You can use platforms such as handshake, internships.com, etc. or create your own. Here is a helpful video.
3. Update your application materials (i.e. resume, cover letter). Connect with a CCEC coach or Student Career Advisor to help.
4. Complete application pre-reqs: attend a CCEC workshop and resume review (*see question #2 for more info*)
5. Watch for the release of the WIG application. Once available, print necessary documents, and bring your application.

15. Can I submit late?

No. Incomplete and/or late applications will not be considered.

16. When are final decisions made?

Students are notified about their application status within 2 weeks after the deadline.

17. How much are WIG awards?

WIG awards are announced for the year. The amounts vary depending on the grant cycle you are applying for.

18. Will the award affect my work study or financial aid award?

If you are awarded a Whitman Internship Grant and have questions about how it might impact your financial aid/work study award please connect with the financial aid office. They will be able to help answer specific questions regarding your aid.

19. Where can I get help with my WIG application?

The CCEC team is ready to help you. Schedule an appointment with a CCEC coach (schedule via Handshake) or you can meet with a Student Career Advisor (SCA).