

**Gerald R. Ford**  
**School of Public Policy**  
UNIVERSITY OF MICHIGAN

**The Ford School Summer Internship Requirement**

The Master of Public Policy program at the Ford School includes a required policy-related internship. The internship allows students to apply knowledge and skills acquired or enhanced through the first year of MPP coursework to significant problems in the public, private, or non-profit sectors and to an area of students' professional interests.

Students complete the requirement, 10 weeks of full time (40 hours/week) work, during the summer between the first and second year of the MPP program. Prior to completing the internship students must be full time MPP students in the Ford School for two semesters. Students must also return for at least one semester of Ford School course work after the internship. Any exceptions to these requirements, including dual degree students and students beginning the program in January are strongly advised to meet with Graduate Career Services prior to beginning the internship search process. Students who are not MPP students and are not completing the internship requirement are not eligible to apply for Ford School internship partnerships or funding support.

Graduate Career Services provides a range of programs and resources to assist students in their internship search. All first year students are requested to schedule an initial appointment with Graduate Career Services early in the academic year to discuss individual career interests and internship goals.

**Other Internship Requirements**

- **Content:** Work accomplished during the summer is expected to be policy focused, challenging, and of significance and value to the sponsoring organization. Work should utilize the concepts and skills learned during the first year of study at the Ford School (e.g., policy analysis, public management, benefit-cost analysis, communication skills, etc.) It is important to define with the employer a project or "deliverable" which can be completed during the time of the internship. This helps to ensure a mutually beneficial internship experience.
- **Documentation:** As an academic requirement for graduation, the Ford School must submit verification of internship completion to the Rackham Records Office as part of your graduation audit. Completion of the internship requirement includes submission of the following:
  - **Internship Organization/Student Agreement** – Complete with employer and submit to Graduate Career Services for approval before the start of your internship.
  - **Internship Report** - Information about the required internship report will be mailed over the summer. Reports from previous years are available to review in Graduate Career Services and on the Graduate Career Services CTools site.

International students sponsored by a current employer may request exemption from the internship requirement by contacting Jennifer Niggemeier, Director of Graduate Career Services.