CAREER DEVELOPMENT RESOURCES FOR STUDENTS ON FINANCIAL AID

I. General Advising & Counseling

- One-on-one appointments available with Career Advancement advisers to discuss any aspect of your professional development (identifying potential career fields, writing resumes and cover letters, etc.)

- Schedule appointments online through UChicago Handshake (uchicago.joinhandshake.com) or by calling (773) 702-7040

- 15-minute walk-in appointments available Monday through Friday during the quarter starting at 3:00pm (last appointment begins at 4:45pm)

II. Industry-Specific Resources

- Career Advancement offers a series of “UChicago Careers in…” (UCI) pre-professional programs to help students prepare for careers in specific industries

- Currently 8 programs (learn more at https://careeradvancement.uchicago.edu/uchicago-careers-in):
  1. UCI Business: Business Career Services Program
  2. UCI Education Professions
  3. UCI Entrepreneurship
  4. UCI Health Professions
  5. UCI Journalism, Arts, & Media
  6. UCI Law
  7. UCI Public Policy & Service
  8. UCI STEM

- All offer individualized advising with industry experts, professional development workshops, and networking events

- Sign up for program listhosts to learn about upcoming events and relevant job and internship opportunities; you can register at: https://uchicago.joinhandshake.com/articles/636

III. Jeff Metcalf Internship Program

*IMPORTANT: To be eligible for Metcalf internships and many unpaid internship grants, you need to first schedule a resume review with a Career Advancement counselor and sign a policy agreement form. When you make your appointment, say that you’re interested in getting activated for on-campus recruiting.

- Program website: https://careeradvancement.uchicago.edu/jobs-internships-research/metcalf-internship
- Paid, substantive internships during summer and academic year with minimum stipend of $4,000
- Internships posted on rolling basis throughout the year; many have deadlines in late January and early February
- All Metcalf internships are posted in UChicago Handshake
- Contact: Valerie Schoonover, vschoonover@uchicago.edu
IV. Other UChicago Internship Programs

Human Rights Internship Program
- Program website: http://humanrights.uchicago.edu/internships
- Awards $5,000 for internships with human rights organizations both domestically and internationally
- Apply in autumn quarter for an internship in the following summer
- Second and third years are eligible
- Contact: Tara Peters, tepeters@uchicago.edu

Institute of Politics
- Program website: http://politics.uchicago.edu/pages/internships
- Several different summer and academic year internship programs with both political/government organizations and the IOP itself
- Contact: Karnika Iyengar, karnika@uchicago.edu

University Community Service Center: Summer Links Program
- Program website: http://ucsc.uchicago.edu/page/summer-links
- Provides summer internships with social justice organizations and weekly seminars on relevant social issues
- $4,000 internship stipend plus 50% discount for summer housing at International House ($875: this amount is deducted from the $4,000 stipend)
- First, second, and third years are eligible
- Application deadline: January 25, 2016

Wanxiang Ambassador Fellows Program
- Program website: https://careeradvancement.uchicago.edu/jobs-internships-research/internships-externships
- Six-week cultural immersion experience in Hangzhou, China
- All students complete a self-directed research project connected to the program
- No stipend, but all expenses paid
- Application opens around early February and closes in late February
- Contact: Jeannette Daly, jdaly@uchicago.edu

V. Finding Internships Outside of UChicago Programs

UChicago Handshake
- Link: uchicago.joinhandshake.com
- Click “Jobs” under the “Explore” section on the lefthand side of the screen
- All internships offered through Career Advancement and many outside of the University are posted here

Going Global
- Link: https://uchicago.joinhandshake.com/articles/611
- Database of international jobs/internship opportunities plus detailed guides on professional culture of specific countries
Nationwide Internship Consortium
- Link: https://uchicago.joinhandshake.com/articles/604
- Register for an account with your UChicago e-mail

University Career Action Network
- Link: https://uchicago.joinhandshake.com/articles/603
- Register for an account with your UChicago e-mail

Other Databases
- Careerbuilder.com
- Idealist.org
- Indeed.com
- LinkedIn

VI. What if I Don’t Have Any Experience Yet?

Externships
- Program website: https://careeradvancement.uchicago.edu/jobs-internships-research/alumni-board-of-governors-externship
- Provides 1-5 day job shadow opportunities with UChicago alumni, parents, and friends during University break periods (Winter, Spring, and Summer)
- All undergraduates eligible
- Drawback: externships are unpaid, and students are responsible for any travel expenses
- Applications open at beginning of quarter and close around 4th or 5th week; all externships posted in UChicago Handshake
- Contact: Chiara Montanari, chiaram@uchicago.edu

Student Employment
- Program website: https://studentemployment.uchicago.edu/index_jobs.php
- Academic year work opportunities posted on a rolling basis
- All on-campus employment jobs also posted in UChicago Handshake
- Federal Work-Study students are in high demand!
- You can access your FWS award materials through your my.uchicago.edu account
- Contact: Allison Jackson, alijackson@uchicago.edu

Treks
- Program website: https://careeradvancement.uchicago.edu/jobs-internships-research/treks
- Travel with groups of students to visit a series of employers in a particular city or region during University break periods (Winter Break, College Break Day, Spring Break, September)
- In most treks, Career Advancement pays for housing, some meals, and ground transit during trek
- Students usually responsible for travel to and from trek destination and transit from airport, but students with financial need can apply to have these costs covered; more details at https://careeradvancement.uchicago.edu/jobs-internships-research/assistance-travel-costs
- View list of upcoming treks at https://careeradvancement.uchicago.edu/jobs-internships-research/apply-upcoming-treks
VII. Grants for Unpaid Internships and Research Opportunities

General Grants

Dean’s Fund for Student Life
- Program website: [http://deansfund.uchicago.edu/](http://deansfund.uchicago.edu/)
- Supports wide range of student projects
- Higher probability of success requesting funds for research rather than internships
- Most grants range between $750 and $1,500
- Applications reviewed on monthly basis
- Contact: Régine Enuson, rdesruis@uchicago.edu

International Experience Grant
- Program website: [https://careeradvancement.uchicago.edu/jobs-internships-research/international-experience-grants](https://careeradvancement.uchicago.edu/jobs-internships-research/international-experience-grants)
- Funds summer internships and research opportunities outside of the United States
- Maximum grant is $5,000; average grant is $3,500
- All undergraduate students eligible
- Application opens in early Winter Quarter and closes in early Spring Quarter
- Contact: Chiara Montanari, chiaram@uchicago.edu

PRISM Research Grant
- Program website: [https://careeradvancement.uchicago.edu/jobs-internships-research/prism-grant-guidelines](https://careeradvancement.uchicago.edu/jobs-internships-research/prism-grant-guidelines)
- Provides funding for academic research projects over the summer
- Maximum grant is $2,500; average grant is $1,500
- First through third year students studying a PRISM major (Anthropology, Art History, Cinema and Media Studies, Comparative Human Development, English, History, Philosophy, Political Science, Psychology, Sociology) are eligible
- Application opens in early Winter Quarter and closes in early Spring Quarter
- Contact: Jeannette Daly, jdaly@uchicago.edu

Seidel Scholars PRISM Grant
- Program website: [https://careeradvancement.uchicago.edu/jobs-internships-research/seidel-prism-grants](https://careeradvancement.uchicago.edu/jobs-internships-research/seidel-prism-grants)
- Provides $4,000 for a non-academic project in the summer connected to your major (e.g., English major writing a novel)
- First through third year students studying a PRISM major (Anthropology, Art History, Cinema and Media Studies, Comparative Human Development, English, History, Philosophy, Political Science, Psychology, Sociology) are eligible
- Application opens in early Winter Quarter and closes in early Spring Quarter
- Contact: Jeannette Daly, jdaly@uchicago.edu

Summer Action Grant
• Program website: https://careeradvancement.uchicago.edu/jobs-internships-research/international-experience-grants
• Funds summer internships and research opportunities in the United States
• Maximum grant is $3,500; average grant is $1,500
• First through third years are eligible
• Application opens in early Winter Quarter and closes in early Spring Quarter
• Contact: Chiara Montanari, chiaram@uchicago.edu

Thematic & Industry-Specific Grants

Academic Departments
• Some academic departments offer research and travel grants: check the website of your department and those in related disciplines!

Entrepreneurship

College New Venture Challenge
• Program website: https://research.chicagobooth.edu/nvc/collegenvc
• Provides seed funding for teams of students to develop a start-up
• Year-long process: application will be posted to link above when it is open
• Contact: Jerry Huang, jhuang@uchicago.edu

Health & Medicine

Katen Scholars Program
• Program website: https://careeradvancement.uchicago.edu/uchicago-careers-in/health-professions
• Provides $4,000 grants for research projects on health, medicine, and science
• All undergraduates eligible
• Application deadline is mid-Winter Quarter

MCAT Preparatory Course Scholarship
• Program website: https://careeradvancement.uchicago.edu/uchicago-careers-in/health-professions
• MCAT course offered each quarter: students apply for both the class and financial aid in the preceding quarter
• Course and materials typically cost $1,700: depending on exact level of financial need, students are eligible for a course discount between $500 and $1200
• ALL students will need to pay at least $500
• Contact: Joni Krapec, krapec@uchicago.edu

Journalism, Arts, & Media:

Student Creativity Grants
• Program website: http://arts.uchicago.edu/uchicago-arts-grants-funding/student-creativity-grants
• Funds original artistic and creative projects from individual students and RSOs
• Grants range between $1,500 and $7,500
• Applications are reviewed quarterly: Winter deadline is January 22, and Spring deadline is April 22
Student Fine Arts Fund
- Program website: https://arts.uchicago.edu/uchicago-arts-grants-funding/student-fine-arts-fund
- Funds artistic projects “that would not normally receive support from another organization” for individual students and RSOs
- Maximum grant is $1,500
- Applications are reviewed quarterly: Winter deadline is January 22, and Spring deadline is April 22
- Contact: sfaf@lists.uchicago.edu

UChicago Arts Summer Student Fellowships
- Program website: https://arts.uchicago.edu/uchicago-arts-grants-funding/uchicago-arts-student-summer-fellowships
- Provides $1,500 grants to support the development of original artistic projects during summer break
- Application deadline is April 15
- Contact: Cassandra Dunn, cdunn@uchicago.edu

UCI Journalism, Arts, & Media Grants
- Program website: https://careeradvancement.uchicago.edu/uchicago-careers-in/journalism-arts-media
- Provides grants during the academic year (up to $1,500 per application cycle; no more than $5,000 for entire academic year) and during the summer ($4,000) for unpaid internships in journalism, arts, and media
- Applications reviewed on a monthly basis
- Search “UCIJAM” in the “Jobs” section on UChicago Handshake
- Contact: Yaniv Kleinman, ykelinman@uchicago.edu

Public Policy and Service

Engaged Research Support Grant
- Program website: http://chicagostudies.uchicago.edu/ERSG
- Provides funds for research projects (both summer and academic year) on urban issues that directly engage with the community
- Maximum grant is $500
- Applications accepted on rolling basis until funds are used up

Institute of Politics Summer Stipend
- Program website: http://politics.uchicago.edu/pages/summer-internships
- Provides $2,000 grants for unpaid internships in politics, policy, and related fields
- Applications typically due in Spring Quarter
- Contact: Karnika Iyengar, karnika@uchicago.edu

UCI Public Policy & Service Academic Year Grants
- Program website: https://careeradvancement.uchicago.edu/uchicago-careers-in/public-policy-service
• Provides grants of $500 for students who have secured unpaid, academic year internships with the Chicago Council on Global Affairs, Mayor’s Office, or the National Immigrant Justice Center.
• To request this, submit your request and proof of employment to Nora Feely at nkf@uchicago.edu.

STEM

UCISTEM Grants
• Provides grants up to $1,500 for unpaid laboratory research opportunities during the academic year and the summer.
• Applications will be posted in late February or early March with deadline at end of March.
• Contact: Tara Ford, taraford@uchicago.edu.

Study Abroad

*Deadline for all Study Abroad grants is February 12, 2016*

African Studies Research Grant
• Program website: http://study-abroad.uchicago.edu/programs/african-studies-research-grant
• Provides $4,000 grants to third-year students conducting research in Africa for at least 8 weeks during the summer.
• Contact: Elana Kranz, ekranz@uchicago.edu.

Foreign Language Acquisition Grants
• Program website: http://study-abroad.uchicago.edu/programs/foreign-language-acquisition-grant-flag
• Provides $3,000 grants for summer language study abroad.
• Contact: Elana Kranz, ekranz@uchicago.edu.

Third-Year International Travel Grant
• Program website: http://study-abroad.uchicago.edu/programs/third-year-international-travel-grant
• Provides $3,000 grants for third year students to conduct summer research outside of the United States.
• Contact: Elana Kranz, ekranz@uchicago.edu.

VIII. What if I Can’t Get Any Funding?

• Good to prepare for this contingency and have a back-up plan.
• The farther in advance you plan, the more flexibility you’ll have.
• Possible options:
  o Focus on opportunities in geographic areas where you could live with family/friends and eliminate or reduce living expenses.
  o Negotiate part-time hours with unpaid internship/research opportunity and take on part-time, paid job.
  o If possible, save a portion of wages during academic year in “internship fund” to be applied to living expenses during summer.
  o Research third-party grant providers.
  o Personal fundraising campaign.