



Summer 2021 Banking Internship Information

The Jake Jabs College of Business & Entrepreneurship (JJCBE) has partnered with the Montana banking community to help meet a demand for well-trained graduates interested in careers in banking. A key part of this initiative is an intensive, state-wide internship program to facilitate hands-on experiences for business students. We believe that an internship can be a valuable and even life-changing learning experience.

Overview of the Internships

Banks have hired interns in many areas, including credit analysis, marketing, audit, agricultural lending, regulatory compliance, data analytics, commercial lending, consumer lending, and mortgage lending. The internships are **paid, for-credit**, opportunities to gain both valuable work experience and academic credits toward graduation. **Tuition assistance is part of the program.** The internships may be anywhere in the state, so if you want to work in your home town or have any other geographic preference, please state that in your application. We expect the internships to be 10-15 weeks in duration. Most will begin in mid-May. A mandatory three-day orientation will precede the internships. The orientation is scheduled for May 4-6, 2021.

Eligibility for Internships

Internships are open to **all business majors**. **Non-business majors** are accepted on a case-by-case basis. Business students must be **formally admitted** to the JJCBE by May 1, 2021. Non-business students must attain junior status by the end of the spring 2021 semester.

Academic Credits for Internship

Upon approval by both the banking organization and the JJCBE, most internships will result in **three credit hours** of academic credit, depending on the workload and responsibilities of the specific opportunity. The credits will count toward your upper division business electives (for example, BFIN 498). While many of the internships are finance related, the intent is to create opportunities for business students of any option who are interested in a career in banking. Depending on the scope of the specific internship, academic credit may be available for ACTG 498, BFIN 498, BMGT 498, BMKT 498, etc. Please discuss with your advisor how the internship may fit into your degree plan.

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Internship Grading

The internships will be graded on a **pass/fail** basis. In assessing your performance, your faculty internship advisor will consider:

1. Your **participation** in the mandatory orientation preceding the internship.
2. The **quality** of your weekly reports and final report, including demonstration of what you have learned from the internship.
3. The **timeliness** of your weekly reports and final report.
4. The **performance evaluation** from your work-site supervisor. Your faculty internship advisor may contact your work-site supervisor for more detailed information beyond what is noted on the evaluation.

Periodic Reports and Final Report

The internship requires periodic reports which are designed to help you reflect thoughtfully, from your first day on the job, what you are learning and to place this learning in context. Additionally, the program requires a comprehensive final report to be submitted no later July 31, 2021.

How to Apply for an Internship

To express your interest in an internship, please complete the [on-line application](#) and also submit your resume to Tim Harvey (timharvey@montana.edu), with a copy to cobinternship@montana.edu). Banks will have access to applications on a continuous basis, **beginning November 5, 2020**. Some banks hire immediately, so don't delay! The application period will run until January 31, 2021. The banks will contact you directly. Each bank has their own hiring process that may require background checks and credit reports.

Questions?

If you have questions, please contact Tim Harvey (timharvey@montana.edu, 406-994-6200)