

Information sheet for Potential Employers of KSU Interior Architecture Students.

Thank you for your interest in considering students in the Interior Architecture and Product Design Program for internship. As an option in the fourth year of IAPD students may seek a paid internship position of no less than 30 weeks to further their education in the field. Employers who are seeking to fill internship positions in the spring should notify the department of their interest by October 31st. You may send brochures and [post your position](#).

They typically begin their search in the Fall semester between October 1st and December 15th. The expectation is that they will begin work in January of the following semester that will result in a minimum of 30 contiguous weeks of employment. Upon hiring the student, employers are asked to sign an [internship agreement](#) stating the length of employment and an agreed upon wage. Experience has indicated that a student, by being compensated for their work, receives tasks that are more meaningful and may generate revenue for the firm. All job negotiations are conducted between the employer and the potential intern.

Students are expected to gain some exposure to certain types of tasks. [Attached is a list](#) that students use to “self report” back to the internship director on a monthly basis the extent of exposure they gained on the tasks listed in Section 1. This report provides the school with feedback on the types of skills most commonly expected of students.

The same list is sent to the intern's employer twice during the internship. The immediate supervisor of the intern is asked to also indicate his/her perception of the student's exposure to certain tasks in addition to rating the student's skill level as outlined in Section 2. Employers are not expected to “grade” a student's performance. In fact the grading structure for internship is credit/no-credit.

For further information regarding the Interior Architecture Internship program contact:

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