

FEDERAL SECTOR INTERNSHIPS HACU NATIONAL INTERNSHIP PROGRAM

Work in Major U.S. Cities

Gain Real World Experience

CORPORATE SECTOR INTERNSHIPS

PAID INTERNSHIPS FOR ALL MAJORS

Work in Washington, D.C., or other major U.S. cities

Whether you're seeking an internship with the federal government or in the corporate sector, the Hispanic Association of Colleges and Universities (HACU) can provide you the opportunity to graduate with career experience.

For over 25 years, the HACU National Internship Program (HNIP) has been a premier student program promoting diversity in the federal and corporate workforce.

Eligibility

- Be enrolled in a degree-seeking program at an accredited institution in the U.S. or Puerto Rico. Recent graduates are eligible for a limited number of internships.
- Have completed freshman year
- Be an undergraduate or graduate student
- Have a minimum 3.0 GPA on a 4.0 scale
- Be authorized or eligible to work by law in the U.S.

Travel and Housing

- Round-trip airfare for interns is arranged and paid by HACU.
- Federal interns can choose to arrange their own housing or can request HACU-arranged housing. Federal interns in HACU-arranged housing pay through payroll deductions and corporate interns pay via electronic funds transfer.

Federal Interns

Pay is based on 40 hours per week.

Undergraduate	\$550
Graduate	\$620

- Applications are accepted year-round for spring, summer and fall session internships.
- Student veterans and students with disabilities are strongly encouraged to apply.

Corporate Interns

Corporate interns will be paid salaries similar to federal interns based on 40 hours per week, at minimum.

- Resumes are accepted year-round, primarily for summer internships. Most interviews take place between August and March. Email resume to CHNIP@hacu.net or apply online.

HNIP Application Deadlines

Spring 2018 Internship dates:

Jan. 11 - April 27

Application Opens: Sept. 5, 2017

Application Deadline: Oct. 27, 2017

Summer 2018 Internship dates:

June 1 - Aug. 10 (regular dates)

June 14 - Aug. 24 (quarter dates) *

Application Opens: Sept. 5, 2017

Early Deadline: Oct. 27, 2017 **

Regular Deadline: Feb. 16, 2018

* Later start date in the Summer is only available for applicants who attend institutions that operate on a quarter calendar.

** For consideration of U.S. Intelligence Community internships and corporate internships.

Fall 2018 Internship dates:

Aug. 23 - Dec. 7

Application Opens: Jan. 16, 2018

Application Deadline: June 8, 2018

Information about the HACU Scholarship Program, HACU Student Track Conference Scholarships and other student programs is available at www.hacu.net.

For more information or to apply online
visit www.hacu.net/hnip





HACU NATIONAL INTERNSHIP PROGRAM

FEDERAL SPONSORS

- Broadcasting Board of Governors
- Court Services and Offender Supervision Agency
- Federal Reserve Board
- Library of Congress
- National Credit Union Administration
- National Science Foundation
- Pension Benefit Guaranty Corporation
- U.S. Agency for International Development
- U.S. Consumer Product Safety Commission
- U.S. Department of Agriculture
- U.S. Department of Commerce
 - U.S. Census Bureau
- U.S. Department of Health and Human Services
 - Centers for Disease Control and Prevention
 - National Institutes of Health
 - Office of Minority Health
 - Substance Abuse and Mental Health Services Administration
- U.S. Department of the Interior
 - Bureau of Land Management
 - Office of Surface Mining Reclamation and Enforcement
- U.S. Department of the Treasury
- U.S. Department of Veterans Affairs

CORPORATE PARTNERS

- ACT
- Aetna
- American Student Assistance
- BBVA Compass
- Deloitte
- Federal Reserve Bank of Minneapolis
- Ford Credit
- Ford Motor Company Fund
- General Electric
- Goldman Sachs
- KPMG



EXPAND YOUR PROFESSIONAL NETWORK

For more information or to apply online
visit www.hacu.net/hnip



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[@HNIP](https://twitter.com/HNIP)

HACU believes that equal opportunity for all employees is important for the continuing success of our organization. In accordance with state and federal law, HACU will not discriminate against employees or applicants for employment because of race, disability, color, creed, religion, sex, gender, age, national origin, ancestry, citizenship, veteran status, or non-job related factors in hiring, promoting, demoting, training, benefits, transfers, layoffs, terminations, recommendations, rates of pay or other forms of compensation. Opportunity is provided to all employees based on qualifications and job requirements. EOE



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www.hacu.net



PAID Summer 2018 Department of Treasury Internships

The Department of Treasury's missions is as follows: Maintain a strong economy and create economic and job opportunities by promoting the conditions that enable economic growth and stability at home and abroad, strengthen national security by combating threats and protecting the integrity of the financial system, and manage the U.S. Government's finances and resources effectively.

Pay rates **per week**: Undergraduate: \$550 Graduate: 620
Airfare is COVERED and housing can be arranged!

If you are interested in any of these positions, please email your resume and official transcript to Charnelle Huggins by **April 17**. Ideal student is available year-round. Here's her contact information: Charnelle.huggins@hacu.net. Feel free to give her a call should you have any questions at (202) 467-0893 ext 2121. We also must have all applicants complete our application online at www.hacu.net/hnip

POSITION TITLE: Finance Intern

INTERNSHIP LOCATION: Washington, D.C.

DESIRED MAJORS: Accounting, Finance and Economics

PROJECT DESCRIPTION:

Senior: Accounting, Finance, Economics. Compliance Supervision Management provides its expertise to the Office of the Comptroller of the Currency supervision departments relative to consumer compliance, Bank Secrecy Act/anti-money laundering, Community Reinvestment Act and fair lending laws and regulations. Intern can expect to be exposed to a variety of subject matter pertaining specifically to consumer protection and anti-money laundering laws and regulations and more broadly to the financial industry and its risks. The intern can expect exposure to the OCC's supervision approaches that may include supervised participation in designated examination assignments. Additionally, the intern can expect exposure to a fast-paced governmental agency and culture.

POSITION TITLE: Legal Intern

INTERNSHIP LOCATION: Washington, D.C.

DESIRED MAJORS: Law, Legal Studies, Pre-Law and Public Policy.

PROJECT DESCRIPTION: Senior: legal/regulatory/public policy The Chief Counsel's Front Office provides management and strategic direction to OCC federal banking system licensing process and legal support for the Comptroller, for federal banking supervision (examination, regulation and enforcement) and for administrative

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functions of the agency. Work directly with the administrative assistant to the Chief Counsel on numerous department operational matters (event planning, records maintenance, and scheduling), as well as on specific subject matters areas relevant to the intern's interest and competencies, including but not limited to policy proposal review, business process improvement and quality management; workforce and budget planning and execution, electronic project, legal matter, and document tracking; and execution of training and development programs. Basic understanding of financial concepts; word processing and spreadsheet computer skills (Microsoft office environment); ability to prepare written analyses; strong oral communication skills; ability to interact with staff and management at all levels with confidence; ability to prioritize and operate in an environment of diverse and changing workload demands; self-starter. Exposure to projects and workload of a senior executive office in charge of legal and institution licensing matters for a federal financial regulator. Opportunities to sit in on training and briefings on complex agency subject matter and operational topics as they arise. Best suited for an intern who actively seeks out assignments and challenges rather than expecting a prepared set of tasks. The Chief Counsel's Office contains staff and managers who are intensely focused on a variety of objectives projects, and programs, rather than a group product or process.

POSITION TITLE: IT Intern

INTERNSHIP LOCATION: Washington, D.C.

DESIRED MAJORS: Information Technology, IT- Cybersecurity and Management Information Systems.

PROJECT DESCRIPTION: Sophomore: Information Technology Install, configure and troubleshoot for end users of hardware and software to ensure continued usability of equipment and software. Install or assist IT team in installation of hardware and peripheral components such as monitors, keyboards, printers on user's premises. Provide desk-side assistance to end users in the use of existing hardware, equipment and software. Track and update the movement of all PC and printer assets. Support moves, additions, and changes of any IT equipment needed. Develop Knowledge base articles (KBAs). Assist with PC Refresh. Must be able to lift 30 lbs. The intern will receive tickets to resolve IT issues. The candidate will need to have excellent verbal and written communication skills to document tickets, communicate with all levels of end users, and collaborate with different IT teams as well as other IT Projects as related to the job. The intern should have knowledge of and skill with Microsoft Office Suite (Word, Excel, PowerPoint), web browsers, and e-mail clients, basic computer skills, oral and written communication skills. Knowledge of and skill in word processors, web browsers, and e-mail clients. Skill in troubleshooting computer hardware and software. Skill in utilizing Internet resources for software and hardware troubleshooting. Very good customer support skills with a strong customer-focus and demonstrated ability to work with/meet business users' requirements. Intern will gain hands on experience in providing IT support.

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