

AIP197 FOR BUSINESS MINOR CREDIT

CAN MY ACADEMIC INTERNSHIP PROGRAM CLASS COUNT TOWARD MY MINOR?

Yes, with department approval, a business-related Academic Internship (AIP197) course can count as 1 business minor elective. A maximum of 1 AIP197 class can be applied toward the business minor. Just one of your electives can be a "special studies" class, though. Your second elective would need to be a regular lecture-style class. Note: Students pursuing an Accounting Minor or an Entrepreneurship & Innovation Minor cannot use an AIP197 class for minor credit.

HOW DO I GET AN INTERNSHIP?

If you'd like to sign up for AIP, please consult this website and get in touch with the AIP office: <http://aip.ucsd.edu/>. You can either apply for internships in their pre-approved database, or find an internship on your own and submit it for AIP approval. Note that to do an AIP197 you need to do more than just an internship. You would also need to write a research paper based on something related to your internship and would need to find a faculty advisor to oversee your paper and assign you a grade (P/NP only).

HOW DO I FIND A FACULTY ADVISOR?

We recommend you contact professors whose classes you've taken. When they agree to be your faculty advisor, they agree to volunteer their time to help you, so it should be someone you have a good relationship with. At least for Rady professors, they can only serve as a faculty advisor during a quarter in which they are teaching. This is because Rady's professors are lecturers; the same rules would not apply to tenured professors you might know from other departments. Your faculty advisor does not need to be a Rady instructor.

HOW DO I GET DEPARTMENT APPROVAL?

1. Find a business-related internship
 - a. We accept a broad range of internships, but the internship must be business-related and you must be directly involved in the operations of the business.
 - b. If you are unsure if your internship is business-related, then you can email the internship description to undergrad@rady.ucsd.edu.
2. Get your Learning Agreement Form approved by the AIP office
3. Have your faculty advisor sign your Learning Agreement Form
4. Have your internship supervisor sign your Learning Agreement Form
5. Submit your signed Learning Agreement Form to Rady Undergraduate Advising via email to undergrad@rady.ucsd.edu and include your full name and PID in the email.
6. Once you are registered in the AIP197 class, then you can request a degree audit update to include the AIP197 class as a business minor elective.

I'VE COMPLETED AN AIP197. CAN I PETITION IT FOR BUSINESS MINOR CREDIT?

Yes, we accept petitions for completed AIP197 courses for elective credit. Email your signed Learning Agreement Form to undergrad@rady.ucsd.edu and include your name and PID.

CAN I DO AN AIP197 OVER THE SUMMER?

Yes, the process is similar, but AIPs over the summer can be for 4 units or 2 units. We allow 2-unit AIP197 classes to count for business minor elective credit, but you will need a total of 8 units of elective credit for the minor. This means you will need to take another 2-unit upper division course to pair with a 2-unit AIP197 class to equate to a 4-unit upper division elective.

Questions? Email undergrad@rady.ucsd.edu