



Indiana INTERNnet is a FREE online resource connecting employers and students for internship opportunities. Students may search for internships on Indiana INTERNnet's website, create their own profiles, and post their resumes for employers to view.

Getting started is easy; simply follow the instructions below.

How to Register for your FREE Indiana INTERNnet Account

1. Visit www.IndianaINTERN.net
2. Click on the "New User" tab at the top, right side of the login box
3. Select the circle, "Student" from the new registration menu
4. Complete the fields in the student setup screen.
5. You will be directed to a screen with a green bar that says please log-in under registered user.
6. Once you log-in to your new account, the system will prompt you to input information about yourself.
**Please note: In order to utilize Indiana INTERNnet most effectively, you should completed fill out your student profile and upload your resume in a PDF format.*

Once your organizational profile is completed, click the green "Save" button

It is important to completely fill out your student profile and to upload the resume you have developed for your internship search in a PDF format. First impressions are important, and when an employer considers you for an internship experience, this is their first glimpse of you! Additionally, the Indiana INTERNnet system recommends internships for consideration due to keyword matches within your profile and internship postings.

Search for Internships

The Indiana INTERNnet system allows students to search through the hundreds of postings on the website to find internships that best fit the experiences they seek. To set up a search, follow these steps:

To create a search within the Indiana INTERNnet system:

1. Visit www.IndianaINTERN.net and login to your workspace.
2. Scroll down to the "Advanced Internship Search" section.
3. Complete the search internships form.
 - a. Select and enter search criteria of your choosing—you do not need to fill out all of the search criteria. (e.g. Keyword, Job Category, Industry Preference, County Preference, Internship Type)
 - b. Click the green "Search" button.
 - c. Provide a search name (only for your reference).
4. After saving your search, the search name will be listed under "Internship Searches" in your workspace.

How to Apply for an Internship via Indiana INTERNnet

1. If you're interested in an internship posted to the Indiana INTERNnet website, simply click the "Learn More" button below the position description.
2. The system will provide a text box for you to copy and paste your cover letter or to type an application message to the employer. **Note: This is a prime opportunity to set yourself apart from other candidates by making this note professional and creative!*
3. Click "Send" to complete your official application for the internship opportunity. The employer will be sent an email from the Indiana INTERNnet system notifying him/her of your application and may then view your message, profile, and uploaded resume. If he/she is interested in speaking with you further about the internship, you will be contacted via email, phone, or the internal Indiana INTERNnet messaging system.

Website Resources:

Indiana INTERNnet offers helpful website features which do not require login. Simply visit www.IndianaINTERN.net to access the following:

Events Calendar: Listing of upcoming career/internship fairs, business-to-business expos, conferences, seminars, etc. including contact information for participation. <http://www.IndianaINTERN.net/events>

Regional Information: Our enhanced regional page allows visitors to learn more information about Indiana cities and regions, as well as connect with universities in that region, Chamber locations, and view specific internships by region.
<http://www.IndianaINTERN.net/regional>

Agreements & Assessments: Indiana INTERNnet offers an Internship Agreement, Final Internship Assessment Form for Students, and Final Internship Assessment form for Internship Supervisors to aid in formalizing the internship experience for the student and employer.
<http://www.IndianaINTERN.net/downloads>

FAQs: A list of frequently asked questions regarding the Indiana INTERNnet system can be found at:
<http://www.IndianaINTERN.net/students-faqs>

Newsletters: To assist you with staying current on issues in career preparation, Indiana's economy, and exciting local events, *Indiana INTERNnetwork*, our newsletter, highlights several articles on such topics each month.
<http://www.IndianaINTERN.net/newsletters>

Blog: Our blog provides real-time, relevant topics related to internships for employers, students, and career development professionals. Check out our blog and connect with us via social media! *P.S. If you apply for an internship or discover you've been selected as the top candidate, don't forget to share the news on Facebook, Twitter, and LinkedIn!*
<http://www.IndianaINTERN.net/blog/>
<http://www.Twitter.com/IndianaINTERN>
<http://www.Facebook.com/IndianaINTERNnet>

Intern Today, Employee Tomorrow: An Employer's Guide to Internships
<http://www.indianaintern.net/pdf/IIN-EmployersGuide1-11-1.pdf>

Educational Resources: Links to helpful information regarding internships, career services, Indiana laws, brain drain, etc.
<http://www.indianaintern.net/educational-resources>

College/University Career Center Contacts: Indiana INTERNnet provides a direct link to each college/university career services office within the state to aid employers with campus recruiting.
<http://www.indianaintern.net/university-list>

Indiana INTERNnet has a full-time staff devoted to helping you utilize our site effectively! Contact our offices at any time for assistance with the system or to ask questions about your internship search. Our phone number is (317) 264-6863 and our email is INTERNnet@indianachamber.com