

Frequently Asked Questions

If my company or organization applies to host an intern, will we be guaranteed an intern for the semester?

No, you are not guaranteed an intern. The IACMI team will do their best to ensure that all applicants receive at least one intern per semester, however, this will depend on the job description received, our intern pool, and budgeting.

What if I have a student in mind for the role I'm currently hosting or will be hosting in the future?

When you submit your job description, specify the student that you'd like to work under you. The student should then apply to our internship program and list you as the recommended partner organization.

How many interns can I host at a time?

At this time, IACMI does not limit the number of interns you can *request* to host. However, please note that your application does not guarantee that you will receive the requested number of students each semester.

How many consecutive semesters can I host an intern?

Members of IACMI have access to host interns for three consecutive semesters then are asked to take one semester off to allow additional host companies the opportunity to employ interns.

Non-members of IACMI have access to host one intern for two semesters, or two interns for one semester. Once either timeframe has been concluded, we ask that you become a member of IACMI to continue taking advantage of our internship program.

What if my company or organization has multiple facilities where we'd like to host interns?

Members of IACMI have the option to host different interns at multiple locations.

Non-members of IACMI do not have the option to host interns at more than one location at this time.

Does IACMI reimburse for overtime hours?

IACMI does not reimburse for overtime or hours worked beyond the approved weekly limits. For full-time students, IACMI reimbursement is limited to **40 hours per week**. For part-time students, reimbursement is limited to **15 hours per week**. Any hours worked beyond these limits are the financial responsibility of the host company.

IACMI will only reimburse participating hosts for eligible internship costs, including intern wages based on our standard hourly rates, as well as housing and relocation assistance for full-time interns.

What if I'm looking for an intern with a different area of study than those typically supported by IACMI?

While most of our applicants fall into the areas of study listed, applicants have a wide range of experience. Reach out directly to IACMI's Workforce Internship Coordinators if you're hesitant to apply.

Contact us:

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