

# Los Angeles County Academic Internship Program Information

WLAC Career Center

## Program Overview

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The program's goal is to place college/university students within County departments as student interns for the completion of specific projects, research, or studies ordered by the Board of Supervisors or developed by a County department. These internships are **unpaid** and projects are carefully designed to offer each intern a practical and meaningful work experience. Interns normally spend 8-16 hours per week at their internship unless noted differently on the project description

## Application Process

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- Review the list of current available projects and identify 2-3 projects you would like to work on:  
[http://file.lacounty.gov/SDSInter/dhr/1136420\\_AIPProjectDescriptions.pdf](http://file.lacounty.gov/SDSInter/dhr/1136420_AIPProjectDescriptions.pdf)
- Apply to LAEP (optional): <https://www.wlac.edu/student-services/career-center/laep>
- Complete the Work Experience Orientation here: <https://ilearn.laccd.edu/courses/231225>. Take a screenshot of the Work Experience Orientation Canvas page showing that you're enrolled and submit it with your application as proof that you're receiving credit for this internship.
- Apply for the program here: <https://www.governmentjobs.com/careers/lacounty/jobs/1197376/academic-internship>.

*You can schedule an appointment with the Career Center to help you create or improve your resume before applying! Go to <https://www.collegecentral.com/wlac/> to make an appointment.*

- Once you're selected for the Academic Internship Program, submit an application to the Work Experience Program. Instructions are in the Orientation. Email [wlac-cooped@laccd.edu](mailto:wlac-cooped@laccd.edu) if you have any questions about submitting your application!

## Requirements

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- Currently enrolled as a student in good academic standing at a partner college/university.
- Internship hours are required for course credit/degree requirements.  
*(This requirement is fulfilled by participation in the Work Experience Program)*

## Pay and Benefits Information

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- Part-time internship
- On the job training & development
- Unpaid
  - You MIGHT be able to paid for this program through the LAEP program. Please visit <https://www.wlac.edu/student-services/career-center/laep> to learn more and apply.

## Questions?

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**Email us at [wlac-careercenter@laccd.edu](mailto:wlac-careercenter@laccd.edu) with your question and we'll be happy to help you!**