The Semester in the City Internship Program

Program Overview

Semester in the City and the College for Social Innovation have partnered with the University of Vermont’s College of Arts and Sciences to provide a semester-long internship experience in Boston, Massachusetts.

Students of all majors are invited to participate in the program. Internships are a vital piece of a liberal arts education and the College of Arts and Sciences is committed to providing their students with a diverse range of experiential learning opportunities.

Program Components:

The Internship:

Students will work full time Monday through Thursday at their internship so that they are on the job enough to do real meaningful work and feel like part of the team. The focus of this particular program is on social sector organizations, so students will be placed at sites that address current social issues within their interest area. All internships will be with a nonprofit, social mission business, or government agency.

Semester in the City works with students to place them in an internship aligned with their interests, be it criminal justice reform, education, gender equality, environmental sustainability, or beyond. A list of locations students have gone to in the past is available on the Semester in the City website.

Hours: Students will complete 420 hours over the course of the semester at their internship.

Becoming a Problem Solver:

On Fridays, interns will begin to develop their professional identity and understand how to navigate the workplace as they get a feel for their career path. Interns will interact with peers, identify and leverage their strengths and share their internship experiences.

Through the “Becoming a Problem Solver” course, students will get experience solving problems within the workplace and within the nonprofit and social organization sector.

Social Innovator’s Toolbox (Academic Course):

This course will expose students to the concepts and practices associated with social innovation and social entrepreneurship – i.e., the development and growth of new, sustainable, and scalable approaches to the major social economic, and environmental challenges facing society.
Students will learn a variety of tools and methods used for the development, implementation, management, and assessment of social solutions that they will be able to use over the course of their careers.

This course provides the theoretical foundation and academic counterpart to the Social Innovation Fellowship and Becoming a Problem Solver course. The course will emphasize the systemic, interdisciplinary, and often cross-sector nature of both the problems and their solutions.

**Academic Credit:**

UVM students will receive 15 credits for this semester long program.

1. **12 credits** will be internship credit under course number AS-190.

   These credits count as electives, and DO count toward graduation. However, you can only count a maximum of 12 internship credits toward graduation as per CAS internship policy. So if you have already done an internship for credit, some of the credits you earn will not count toward your total 120 required hours. Check with your advisor if you have questions. Sophia Trigg, Internship Coordinator, can also help, strigg@uvm.edu

2. **3 credits** will be academic credit under course number AS-196. These credits are for the Social Innovator’s Toolbox course you take while at Semester in the City. You may apply these credits toward your major with department permission.

   You will need to apply to have these credits counted toward your major. Keep in mind that your request may not be granted if the content of the academic course does not align with what your department considers credit worthy. If the credit is not counted toward your major, it will count as elective credit.

**Living in Boston:**

**Housing:**

Semester in the City provides housing in an apartment building located in Allson, a neighborhood in Boston with a large student and young professional population.

Each intern will share a 4-bedroom furnished apartment with 3 other interns. Each person will have their own bedroom and will share a kitchen, bathroom and living room area. Photos can be found on the Semester in the City website under “Living in Boston”.

Cookware, plates, glasses, utensils, pots and pans, all utilities, microwave and high-speed wireless internet are all included.
Additional Benefits:

- A monthly CharlieCard (MBTA transportation pass, subway, tram and bus system) is provided to each intern.
- A living stipend of $40/week, amounting to $600/semester
- Dinner is included every Wednesday night, and breakfast and lunch every Friday

Each apartment building will have a Community Adviser (CA) who will organize community activities for Fellows and act as a first responder to any incidents or emergencies in the building. CAs must live in CfSI apartments and will receive discounted housing.

Travel:

All interns who reside in CfSI housing are a short 5-7 minute walk from the Harvard Avenue train stop on the Green line or six different bus stops. Commutes to internship sites will vary widely for each intern.

To familiarize yourself with the Boston public transportation system, and riding the T, so that you can plan your commute or other trips, we encourage you to visit Massachusetts Bay Transportation Authority website.

The favorite apps of our CfSI fellows and staff for getting around the city are Google Maps, Transit, and the MBTA’s Realtime Subway and Bus tools on their website.

Costs & Fees:

Tuition:

UVM students will pay their normal tuition amount for a 15 credit semester. All grants, scholarships and financial aid will apply as normal.

Housing & Meals:

UVM students will not pay UVM for housing or a meal plan. Instead, they will work directly with Semester in the City to pay for housing. There is no meal plan associated with this program. Students will need to work with their roommates to shop, cook and eat together. See Semester in the City website for current housing fees.

Any questions?
Contact CAS Internship Coordinator Sophia Trigg at Sophia.Trigg@uvm.edu or 802-656-1212
Pre-Departure Checklist for the Semester in the City Internship Program

TO BE COMPLETED BY THE STUDENT PRIOR TO DEPARTURE

Do you need help? Contact Sophia.Trigg@uvm.edu with questions.

Academics:
- Complete the Academic Advising Form (go.uvm.edu/sitcforms) and hand in to the CAS Dean’s Office at 438 College Street.
- Enroll in AS 190 D (12 credits)
- Enroll in AS 196 B (3 credits)
- Get in contact with SAS (Student Accessibility Services) to make sure any accommodation documentation is forwarded to TWC as soon as possible.

Health:
- Make any arrangements for counseling services while in Boston.
- Make any arrangements for prescription medications while in Boston.
- Make sure that your UVM health forms and immunizations are up-to-date and your emergency contacts are correct in MyUVM.
- If you are enrolling in UVM SHIP (student health insurance), you MUST contact the student health insurance office to coordinate a new PCP: StudentInsurance@uvm.edu

(For general advice regarding health while away, please see go.uvm.edu/sitcforms)

Housing:
- If you are signed up for a dorm room during the semester you will be away, contact reslife@uvm.edu stating your intention to withdraw from student housing due to participation in a CAS Sponsored study away program. CC Sophia Trigg so that she can provide official documentation to ResLife.

Budgeting:
- Complete the Estimated Cost of Attendance Form (go.uvm.edu/sitcforms)

Travel:
- Book your flights/plan your travel to and from Boston

(For advice regarding travel, please see go.uvm.edu/sitcforms)
Academic Advising Form for Semester in the City Internship Program

TO BE COMPLETED BY THE STUDENT IN CONSULTATION WITH YOUR FACULTY ADVISOR

Don’t know who your faculty advisor is? Check your Degree Audit report to confirm.
*Submit this form to the College of Arts & Sciences Deans Office at 438 College St.*

Student Name: _____________________________      ID #: ___________________________
Department/Major(s): _______________________      Department/Minor(s):____________________
Anticipated Graduation Date: _________________      Faculty Advisor Name: ___________________

Which semester are you planning on participating in the Semester in the City Internship Program?
Please consider the following factors:

☐ Are you aware of which classes are required to complete all degree requirements as noted in your Degree Audit?
☐ Are there particular courses that are only offered once per academic year (e.g. spring only) OR are there course sequences that must be taken at a particular time?
☐ Are you planning on also studying abroad?
☐ I am planning on going to Semester in the City during the semester noted below. Will the Social Innovator’s Toolbox course count toward my major?

Planned semester at Semester in the City: _______________________

I met with my advisor to discuss how a semester at Semester in the City in Boston, M.A. may impact my academic progress toward graduation. I understand no one can promise that the “Social Innovator’s Toolbox” course I take at Semester in the City will fulfill specific degree requirements until after a transfer evaluation is completed upon my return. I understand it is to my benefit to know what requirements I have left to complete prior to deciding whether to participate in the Semester in the City Internship Program.

_________________________________________________          ______________________
Student Signature         Date

To be completed by faculty advisor

☐ This student met with me to discuss the factors which should be considered in planning for a semester internship experience at Semester in the City.

_________________________________________________          ______________________
Faculty Advisor Signature       Date
Estimated Cost Form for the Semester in the City Internship Program

Do you need help with this form? Contact Sophia.Trigg@uvm.edu with any questions.

| Student Name: _____________________________ | ID #: _______________________________ |
| Semester at SITC: ___________________________ | Boston, M.A. USA 15 Weeks |
| Orientation begins: __________________________ | Semester begins: _____________________ |

**Estimated Cost of Attendance:**

<table>
<thead>
<tr>
<th>Tuition Item</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>UVM In-State Tuition</td>
<td>$7,968</td>
<td>(minus grants, scholarships, etc)</td>
</tr>
<tr>
<td>UVM Out-of-State Tuition</td>
<td>$20,088</td>
<td>(minus grants, scholarships, etc)</td>
</tr>
<tr>
<td>Tuition Remission</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>UVM Comprehensive Fee</td>
<td>$1,170</td>
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**Subtotal:**

<table>
<thead>
<tr>
<th>Tuition Type</th>
<th>Amount</th>
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</thead>
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<tr>
<td>In-State</td>
<td>$9,678</td>
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<tr>
<td>Out-of-State</td>
<td>$21,258</td>
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<tr>
<td>Tuition Remission</td>
<td>$1,170</td>
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**Living Expenses/Extras:**

<table>
<thead>
<tr>
<th>Expense Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITC Apartment Fee</td>
<td>$4000</td>
</tr>
<tr>
<td>Travel to/from Boston</td>
<td>$500</td>
</tr>
<tr>
<td>Food</td>
<td>$2,000</td>
</tr>
<tr>
<td>Misc. (events, eating out, personal items, etc.)</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

**Subtotal:** $9,500

**Total Estimated Cost:**

<table>
<thead>
<tr>
<th>Tuition Type</th>
<th>Amount</th>
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<tbody>
<tr>
<td>In-State</td>
<td>$19,178</td>
</tr>
<tr>
<td>Out-of-State</td>
<td>$30,758</td>
</tr>
<tr>
<td>Tuition Remission</td>
<td>$10,670</td>
</tr>
</tbody>
</table>

This is the amount you should budget for this semester.

My estimated total cost of attendance is ________________ and I am ready to spend the semester away in Boston!

Need financial assistance? Visit go.uvm.edu/aid to explore financial aid options.