



University Career Services:

Internship Support Award Guidelines

2025-2026 Academic Year

1. University Career Services and Taylor Foundation

University Career Services provides funding support to help students participate in unpaid internships and close financial access gaps that may otherwise limit experiential learning opportunities. Through a \$50,000 grant from the Taylor Foundation, eligible students may receive financial assistance while completing internships that align with their academic and career goals. This funding supports meaningful, hands-on experiences that enhance career readiness, professional skill development, and long-term success.

2. Purpose

The purpose of this funding is to reduce financial barriers that may prevent students from participating in unpaid internship opportunities. Many high-impact experiential learning experiences are unpaid, limiting access for students who must balance academic responsibilities with financial needs. This funding helps close the gap by providing financial support for essential expenses, allowing students to gain meaningful, career-related experience while progressing toward their academic and professional goals.

3. Scholarship Amount

Selected interns will receive a stipend of **\$1,666** to support participation in an unpaid internship. A total of **30 internship awards** will be distributed across the **Spring 2026 and Summer 2026** terms. The allocation of awards for each term will be determined by the selection committee based on available funding, student need, and program capacity.



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Financial Aid Check: The stipend is paid through financial aid. If you have an outstanding balance, your stipend may be used to cover it. Additionally, you may not receive a stipend if you have already received the maximum amount of aid for the semester.

4. Internship Requirements

Below are the expectations. Recipients of the funding are required to attend an **internship orientation** meeting with the Career Specialist, as well as complete all program components.

Term	Internship Dates	Number of Weeks	Weekly Hours	Estimated Total Hours	Payment Schedule	Required Program Components
Spring 2026	January 26 – May 1, 2026	13 weeks	10 hours/week	130 hours	Two payments: Mid-semester payment and Final payment at end of term	(1)Career Readiness activities (2)Intern Reflection (3)Exit Survey
Summer 2026	May 26 – July 31, 2026	10 weeks	13 hours/week	130 hours	One payment: •Full balance paid at the beginning of the internship	(1) Career Readiness activities (2)Intern Reflection (3) Exit Survey

5. Award Eligibility

To be eligible for the **Internship Support Award**, a student must:

1. **Be a degree-seeking undergraduate or graduate student** (full-time or part-time) at UA Little Rock in good academic standing.
2. **Be enrolled, or plan to be enrolled, as a student at the university at the**



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- time the award is released.** Enrollment status will be verified prior to disbursement.
3. **Have a minimum cumulative GPA of 2.5** at the time of application. Applicants must submit an **unofficial transcript** to verify eligibility.
 4. **Closely related to the student's major**, the internship must align with the student's academic field of study.
 5. **Secured an unpaid internship for the semester of application (Spring 2026 or Summer 2026).** Applicants must submit an official confirmation letter on the employer's letterhead verifying the unpaid internship placement.
 6. **Submit one (1) professional reference letter** from a UA Little Rock staff or faculty member who can speak to your academic engagement, professionalism, reliability, or readiness to participate in an internship. Letters written on organizational or professional letterhead are preferred but not required.
 7. **Submit a completed award application by the stated deadline.** Refer to Important dates for award announcements.
 8. **Be a first-time recipient of this award.** Preference will be given to first-time recipients; however, students may reapply for the award in subsequent terms if eligibility requirements are met.

6. How to Apply

Students must complete the **Internship Support Award Application** and submit it by the stated deadline.

Important Dates Spring 2026:

- **Application Opens:** January 26, 2026
- **Application Deadline:** February 13, 2026
- **Award Announcement:** Recipients will be notified by early March 2026.



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Important Dates Summer 2026:

- **Application Opens:** March 16, 2026
- **Application Deadline:** April 18, 2026
- **Award Announcement:** May 2, 2026

7. Selection Committee

The award selection process is coordinated by University Career Services. The committee reviews all eligible applications and makes award decisions based on the established eligibility criteria.

The Selection Committee may include:

- Director of University Career Services
- Career Specialist (Committee Chair)
- Executive Director of Workforce Development
- Optional: a representative from Student Services or Academic Affairs, or Financial Aid Scholarship Coordinator
- Final approval of awardees rests with the Career Specialist, the Committee Chair

8. About The Taylor Foundation

The Charles M. and Joan R. Taylor Foundation is committed to supporting student success initiatives that promote education, professional development, and workforce readiness. Established by the late Charles M. and Joan R. Taylor, the Foundation has a long-standing history of investing in opportunities that strengthen educational and career pathways for Arkansas students.

Guided by the Taylors' belief in experiential learning, the Foundation continues its legacy by supporting programs that provide students with hands-on experience, professional skill development, and meaningful exposure to career fields aligned with their academic and professional goals.