



Video help with “soft skills”

When you’re searching for or starting a new job, “soft skills” are crucial. These are attributes that might not show up in your GPA or on your resume, but they help you interact successfully with potential employers and co-workers. The U.S. Department of Labor has put together a series of videos to help build these skills:

- [Networking](#)
- [Enthusiasm & Attitude](#)
- [Communication](#)
- [Critical Thinking & Problem Solving](#)
- [Teamwork](#)
- [Professionalism](#)

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Succeeding in College and Career

Starting the summer internship search

It may be winter, but if you hope to land an internship next summer, now is the time to start planning. When classes resume in January, check in with your school’s placement office. Ask if any career fairs are planned on campus—these events often include internship opportunities.

[Idealist.org](#) can connect you with internships at nonprofit organizations. [Gogovernment.org](#) catalogs opportunities with the federal government. [Internships.com](#) lets you search by region. Find more [tips to land an internship](#).



Internships: Paid vs. unpaid

Many internships are unpaid positions, which is a legal practice as long as the job meets these conditions:

- It is similar to training given in an educational environment.
- It is for the benefit of the intern.
- The intern does not displace regular employees but works under close supervision of existing staff.
- The employer derives no immediate advantage—its operations might actually be impeded.
- The intern is not necessarily entitled to a job at the conclusion of the internship.
- The employer and the intern both understand that the intern is not entitled to wages.

If an internship is paid, interns must be paid at least the federal minimum wage, and they must also be paid for any overtime work.



(continued)

Tips for transfer students

If you think you might want to change schools, here's some advice:

KEEP YOUR GRADES UP Even if you plan to leave your current college, continue to go to class and turn in assignments. The college or university you transfer to will want your most recent transcripts, and low grades could ruin your plans.

SELECT A NEW COLLEGE Determine what factors contributed to your decision to leave your current college and take them into consideration when selecting a new college.

GO ON A CAMPUS VISIT Your experiences on your current campus might help you identify the benefits you want and need from a new college.

TALK TO ADVISORS Work with advisors at your new and old campuses to be sure everything is lined up. Ask if your credits will transfer. To make certain, request that your prospective college review your transcripts before you apply.

APPLY FOR FINANCIAL AID You cannot simply transfer your current financial aid to your new college. You will need to add your new college to your FAFSA. Notify your current financial aid office of your plans to transfer-- some financial aid cannot be awarded by the new college until the old college has canceled it.