

Student Internships

Frequently Asked Questions

Are internships available in every division of DOC?

Some divisions may be able to support internships, but some divisions may not, due to staffing and scheduling issues.

What qualifications should a student possess?

Students must be punctual, reliable, and organized. They should have good reading, writing, and communication skills. Students should be comfortable speaking on the phone and meeting people in person. Students must have the ability to follow directions; they must clarify directions if there are questions. Students must maintain confidentiality and demonstrate respect for staff, peers, and offenders. Students must be comfortable with the fact that people have different backgrounds, belief systems, and lifestyles.

When are applications accepted?

Applications are accepted during these general time frames:

Fall Semester: First 2 weeks of August

Spring Semester: First 2 weeks of December

Summer Semester: First 2 weeks of April

*Contact the Intern/Volunteer Coordinator
Rebecca.Adams@doc.ri.gov for specific dates.*

What is the application process?

The student must contact the Intern/Volunteer Coordinator with a proposed schedule & internship requirements during the application period. The student will receive and must complete the following forms: Access to Facilities, Internship-Volunteer Application, and PREA Acknowledgement, then submit them to the Intern/Volunteer Coordinator. A background check is completed; if the student's application is approved, the student must complete a 2-day in-person orientation. Upon successful completion, the student will be

interviewed by the Intern/Volunteer Coordinator to determine if there is an appropriate placement available.

How long does the application process take?

The process takes approximately 4 weeks.

Once my application has been approved, am I guaranteed a placement?

The Department of Corrections does not have a guaranteed number of internship placements due to staffing, scheduling, environmental, and Covid-19 issues.

How many hours per week are internships?

Internships are available for 10-15 hours per week. Students can earn up to three credits, but non-credit internships are acceptable as well.

Is there a virtual or hybrid option for internships?

All internship hours must be completed in person. The Department of Corrections does not tolerate no-call/no-show behavior; this can result in the termination of your internship.