

# CRE

**2. ESTABLISH GOALS AND RESPONSIBILITIES FOR THE INTERN.**

**3. DEVELOP A JOB DESCRIPTION FOR THE INTERNSHIP.**

**4. CREATE A HANDSHAKE ACCOUNT AND POST THE POSITION.**

<https://lindenwood.joinhandshake.com/>

**4. NOTIFY CAREER SERVICES OF THE OPPORTUNITY.**

**5. SELECT AN INTERN.**

**6. COMPLETE THE APPROPRIATE SCHOOL-SPECIFIC INTERNSHIP CONTRACT.**

**7. FOLLOW THE POLICIES OF THE FOR-CREDIT INTERNSHIP CONTRACT.**