

## ACTG 4420, Accounting Internship Frequently Asked Questions

### How do I earn course credit for my accounting internship?

- Details on our Internship for Credit program can be found [here](#).
- As noted on the webpage, the Internship course counts as a 3-hour business elective in your accounting program, not as an upper division accounting elective.
- If you are in need of a business elective and would like permission to enroll in this course, begin the process by returning a completed [Candidate Data Sheet](#) to your Internship Coordinator (contact information is provided on the webpage, which can be accessed through the link above).

### I have a HOPE, ASPIRE and/or MERIT scholarship. If I take fall or spring semester off to pursue an internship, how will my scholarship be affected?

- To maintain HOPE eligibility, you must be enrolled in at least one class every fall and spring. If you enroll in the Internship course for a semester, then you meet the continuous enrollment requirement and your HOPE eligibility is not impacted.
- In order to receive HOPE funds for the semester, though, you would need to be enrolled in at least 6 [CPoS](#) hours.
- If you are not enrolled in the internship course or any other course for the semester, your HOPE scholarship is at risk. However, you can file a TELS Lottery Appeal to request a leave of absence from your studies. Access to this form can be found [here](#). Contact your Internship Coordinator for documentation to help support your appeal.  
***We strongly recommend requesting a leave of absence BEFORE you take leave from fall or spring enrollment to ensure your circumstances qualify for exception and there is no negative impact to your financial aid.***
- *You may not be eligible for the above exception if you have been awarded HOPE on a provisional track. If this is the case, or you are unsure of your provisional status, please contact MTSU's Scholarship Office ([MTScholarships@mtsu.edu](mailto:MTScholarships@mtsu.edu))*

### I have a Presidential, Transfer Promise or other MTSU scholarship. If I take fall or spring semester off to pursue an internship, how will my scholarship be affected?

- To maintain eligibility for Transfer Promise and Freshmen scholarships like the Presidential scholarship, you must be enrolled in at least 12 [CPoS](#) eligible hours every fall and spring.
- If you are not enrolled in these minimum hours, you can file an Institutional Scholarship Appeal to request an exception to this full-time enrollment requirement. Access to this form can be found [here](#). Contact your Internship Coordinator for documentation to help support your appeal.  
***We strongly recommend requesting a leave of absence BEFORE you take leave from fall or spring enrollment to ensure your circumstances qualify for exception and there is no negative impact to your financial aid.***

### I have a Department of Accounting scholarship. If I take fall or spring semester off to pursue an internship, how will my scholarship be affected?

- Each scholarship awarded by the Department of Accounting is unique and may have different requirements for addressing a student's leave of absence. Please contact the Department of Accounting with specific question and include the name of scholarship(s) you have been awarded.