

Dear Colleagues,

## Completing Internships

**International Internships:** All students currently working on BYU-endorsed internships outside the United States have been instructed to return home. If this prevents the student from completing internship credit, the student should follow the instructions below for Completing Internships.

**Domestic Internships:** If the internship provider continues to operate and is willing to maintain its relationship with the BYU student, and if the BYU student considers the work and residency environment safe, the student may opt to complete the internship on site. If either the internship provider or the student wishes to terminate the internship before it is completed because of safety risks associated with COVID 19, the internship may be terminated and the student should follow the instructions below for completing internships. If students determine they need to discontinue the internship for safety reasons, but the internship provider objects for any reason (e.g., the student is compensated for work upon which the provider relies), the student should contact the [Office of Experiential Learning and Internships](#) for assistance on how to properly terminate or amend the internship and employment relationship.

**Completing Internships:** Students who are unable to complete an internship as planned may be able to make up incomplete internship work in a subsequent semester. Supervising faculty will help any students who are unable to defer internship work to another term or semester (because they are relying on their internship to partially satisfy immigration status, graduation requirements, financial aid criteria, etc.) by making necessary and reasonable accommodations, including alternative assignments or experiences, that allow the student to receive internship credit for the semester or term in which they were originally enrolled.

**Internships Not Yet Started:** All new BYU internships, domestic and international, are suspended until further notice. [On-campus internships](#) and other experiences that can be managed through digital communication are excepted from this suspension.

Warm regards,

C. Shane Reese

Academic Vice President