J. Willard & Alice S. Marriott Foundation Student Center for Professional Development

Hotel/Restaurant Work Experience Internship:

The L. Robert Payne School of Hospitality & Tourism Management requires that all students complete the following hospitality work experience:

- 400 hours of hospitality experience prior to being admitted into their third year
- 300 hours of hotel or restaurant work experience in the junior year
- 300 hours of work experience in the senior year

Most students will actually work part time for 3 years or more and many students graduate with over 2,000 hours of real world hospitality experience! Our student could be an excellent, highly motivated addition to your team!

During the junior year of the HTM curriculum, students will enroll in the Hotel Work Experience Internship. Students will receive an overview of the internship requirements which includes a checklist of many tasks to complete during their time at the hotel. There are several structures to chose from and these may also be customized according to property and student needs. Some companies will rotate students around the key departments. Others will base them in one area and the student is assigned time to shadow or work in other departments as business allows. The students complete all the required forms and have several tasks assigned. This is deliberately kept the responsibility of the student so as not to put a burden on the employer.

The minimum time the student should be employed is for 300 hours, typically 20 hours per week over the course of a fifteen week semester. However, many students chose to work for a lot longer than the 300 hours. Most are employed during their entire junior year benefiting the hotel with a motivated employee and providing the student with a true work experience. During summer, students may be able to work full-time and they may also complete their internship anywhere in the world as long as the experience is relevant to the curriculum.

All internships are paid; the student is hired as a regular employee.

Senior Year Internships:

During the senior year, students will also enroll an internship. Students will be employed by a hospitality organization relevant to their emphasis:

- Hotel Operations - Restaurant Operations - Meeting & Events - Tribal Gaming

Students will be tasked with completing a special project while employed in a relevant position. This should have a “real-world” benefit to the employer as well as to the student. Perhaps a sales or service improvement plan or research project?

All HTM internships must be paid in order for students to receive credit. Unpaid internships will on occasion be allowed however we caution employers to follow unpaid internship guidelines. Details are at: http://www.dol.gov/whd/regs/compliance/whdfs71.pdf

SDSU will provide liability insurance for all students enrolled in the internship class and a Student Learning Agreement will be signed by both the employer and SDSU. The form is available at: http://bfa.sdsu.edu/prosrvcs/servlearning.htm

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www.sdsu.edu/htm