

ACC 493 Accounting Internship

Course Description:

Semester: Fall of every year. Spring of every year. Summer of every year.

Credits: Total Credits: 1
1(0-0)

Reenrollment Information: A student may earn a maximum of 3 credits in all enrollments for this course.

Prerequisite: (ACC 201 and ACC 202)

Restrictions: Approval of department.

Description: Professional internship in public, industrial, or governmental accounting under faculty supervision.

Enrollment Instructions

- To enroll in ACC 493, students must send an email to accintern@broad.msu.edu. Please indicate in your email where you will be working (organization, city and state/country), what you will be doing, and the time period. For example: I will be doing an audit internship with Maner Costerisan in Lansing, Michigan during the Fall 2025 semester. Please include a copy of your offer letter as an attachment.
- All Broad students are allowed a maximum of three credits of internship. You can enroll in ACC 493 three times. Each internship is a single credit. To enroll in it again, it must be a **different** experience, in a **different** semester. It is possible to intern at the same firm, but it must be a different job in order to enroll again in ACC 493. Alternatively, you have the option of taking SSC 493 which is a three-credit course. Information can be found here <https://socialscience.msu.edu/undergraduate/experiential-learning/internships.html>
- You will receive an email indicating approval or disapproval of your enrollment request. If approved, you will be given an override and then you must enroll yourself in ACC 493 via the regular enrollment system.
- Grading is pass (P) or no pass (N). A paper/report regarding your experience is required. Paper guidelines are on the back.
- Enrolling in ACC 493 is not required. It is an **OPTION** for students who wish to receive a credit for their accounting related work experience.
- If this is the only class you will be taking for the semester, you can delay enrollment to the following semester when you will be enrolling in other classes. However, if you need to be enrolled for insurance, visa, or student loan reasons, you should not delay your enrollment. For questions, check your loan/insurance agreement for details. International students should see an advisor in OISS if they have questions.
- The Registrar's Office codes all students in ACC 493 as a full-time student. This does not mean that you are eligible for financial aid as a full-time student. Need-based aid is based upon the number of credits paid for and ACC 493 is only one credit. Students should meet with a financial aid advisor if they have questions or concerned about financial aid and the impact of taking a semester off to do an internship.

ACC 493 Paper Requirements

Length

- 5 pages, double-spaced

Submission

Papers should be submitted on D2L. In fall and spring semesters, papers are due by 12:00pm (noon) Friday of finals week the semester in which you are enrolled in ACC 493. For summer semester, papers are due on the last class day of the **full** summer semester by 12:00pm. To submit your paper in D2L:

1. Choose **Assignments** under the **Assessments** tab.
2. Click on **ACC 493 Papers**
3. Toward the bottom you will see **Submit Assignment**. Click **Add a File** to browse for the file you want to submit.
4. Enter any **Comments** you want to submit with the file.
5. Click **Submit**.

Format and Content

This is a college-level writing assignments and should be approached as such. You should write in organized thoughts and paragraphs. Communications skills are important in accounting, including both oral and written communication. This is your opportunity to practice and demonstrate your writing abilities. Below is expected content.

Company Overview

- Name of company/firm/organization
- Briefly describe the organization (what is the business?)
- Work location
- Supervisor name, title, phone, and email address

Position and Description of Duties

- Your position title
- The area in which you worked (what segment of the organization is it in, what is its primary role)
- How you found the internship
- Your specific duties

Summary of Experience (spend the majority of your time with this section, should be at least 2/3rds of your paper)

- Accomplishments
- The aspects of your job that you liked/disliked and why
- What did you learn about this type of work and the accounting career field?
- How did your work relate to the courses you have taken or will take?
- How did this internship have an impact on your career choice (e.g. confirmed your positive feelings about your major choice, made you question your choice of major, made you realize you might want to stay in this field but explore other types of organizations in which to work etc.)?
- How might this experience help you in your future?
- Any other comments you would like to make regarding your experience.