



NYU

Wasserman Center
for Career Development

Global Internship Resume Review Form

In order to be considered for a global internship program, you must first have your resume reviewed by a career coach. You will not be able to complete the online program application without a signed copy of this form. **This review must take place prior to uploading your resume to the online program application.**

September 15th deadline: ALL resume reviews must be completed by Friday, September 14th by 3:00pm.

October 15th deadline: ALL resumes review must be completed by Monday, October 15th by 3:00pm.

Student Name: _____ Study Away Site: _____

STEP 1:

Go to the Wasserman Center (133 E 13th Street, 2nd Floor) during drop-in hours with this form and a copy of your resume. Please review the schedule below for September and October drop-in hours.

September 4-28:

Come for a drop-in appointment at any time during Wasserman's open hours.

Open hours: Monday, Wednesday, Friday 10am-4pm

Tuesday, Thursday: 10am-6pm

October Drop-In Schedule:

Mondays: 2:30-4:00pm

Tuesdays: 12:00-1:30pm and 2:30-4:00pm

Wednesdays: 2:30-4:00pm and 5:00 6:30pm

Thursdays: 2:30-4:00pm and 5:00-6:30pm

Fridays: 12:00-1:30pm

NYU Shanghai, NYU Abu Dhabi, and visiting students should meet with a career coach at their home campus' career centers. Students currently studying away should email global.wasserman@nyu.edu and request an electronic review. If the above times do not meet your scheduling needs, you may email global.wasserman@nyu.edu to request an alternative appointment.

STEP 2:

At the conclusion of your appointment, ask the career coach to complete this section. When completing the online program application, you will be asked to upload this document.

FOR STAFF:

Please complete the below fields if you have reviewed the above student's resume.

PRINT Career Coach Full Name: _____

Career Coach Signature: _____ Date: _____

STEP 3:

Once a coach has reviewed your resume, please make the required changes and then move forward with completing the online program application. You will need to upload this form as part of your application.