



The University of Mississippi's FedEx Internship (FEI)

Bridging the gap between your academic training and your professional future

Earn University of Mississippi credit while interning at FedEx Express World Headquarters in Memphis, TN. Develop professional skills, contacts and knowledge that will competitively position you to help make your personal and professional goals a reality. Through a special partnership with FedEx International the University of Mississippi offers international students the opportunity to engage in a semester-long internship at FedEx World Headquarters in Memphis while earning University of Mississippi credit.

Internship positions will be available for the Fall 2009 semester. Interns will work at FedEx for 40 hours each week, and they will be assigned a mentor to provide specific assignments and guidance throughout the internship experience. This internship requires strong time management skills, but it offers the development of contacts, skills and opportunities that can be developed only in a corporate environment.

At the end of the semester, each intern will complete a formal presentation on the internship project and experience that will be shared with FedEx executives, university professors and other interns. In addition to the internship work, FedEx will also provide interns the opportunity to engage in corporate diversity training, E-learning, lunch and learn sessions, facility tours (Super Hub, Call Center) and a variety of social events. All internship positions are paid positions, and interns will be paid on a monthly basis.

In past semesters interns were placed in the areas of International Sales and International Marketing. Positions in the areas of Engineering may also be available depending on the student's experience and academic background.

Courses and Credit

In addition, interns will enroll in 3-12 hours of UM credit. The minimum, required course enrollment is 3 hours of internship credit. Credit available includes 3 hrs of internship credit (Business, Journalism, Accountancy or Engineering). An additional 6 to 9 hours of credit may be selected from online courses and live courses taught at the Desoto Center in Southaven. In order to be considered a full time student interns must enroll in a minimum of 12 semester hours. International students must be enrolled in as full time students, a minimum of 12 semester hours [four classes].

Online course information: <http://www.outreach.olemiss.edu/OleMissOnline/> *

Cost

The cost for the program is based on on-campus fees; tuition fees are the same as charges on-campus in Oxford, Southaven or Tupelo. Participants will receive ABCDF credit for all courses, and will be assessed tuition charges in the same manner as for on-campus courses. Housing costs vary depending on location; interns may elect to live in Southaven or in Memphis, and will pay the housing provider directly for housing costs. All housing arrangements will be managed through The Study Abroad Office.



Eligibility

To be eligible, students must be enrolled as full-time students at one of the University of Mississippi's international partner institutions. Spring semester internship positions are open only to second semester students [students who have studied at the University of Mississippi for the fall semester]. Students must be juniors or seniors at the time of their participation. Candidates must be seeking a business degree or related degree including sales, marketing, engineering or international business. Preference is given to students with the equivalent of a 3.0 grade point average. Participants should be highly motivated, reliable, and they must also possess strong written and oral communication skills.

International Applicants

In order to fulfill the requirements of the J-1 visa, international students selected to participate in the FedEx Internship must 1) be enrolled in a minimum of 12 semester hours at the University of Mississippi, 2) confirm with their home university and University of Mississippi exchange advisor that the internship is related to their academic program, 3) obtain a social security number [information on how to obtain this will be given to the students upon arrival to the University of Mississippi], 4) be able to arrive to the University of Mississippi campus a few days earlier than the start date of the internship semester to finalize immigration and registration matters. Students must also make themselves available for mandatory drug testing as part of the hiring process. This will involve a trip to Memphis as no drug testing facility is available in Oxford.

Terms and Details

The selection process is competitive.

Candidates must successfully complete the FedEx Express application process including an alcohol test, a drug test and a criminal background check.

The intern job is a salaried position; interns receive no benefits (this includes vacation, paid time off and healthcare benefits).

Contact:

The Study Abroad Office,
Attention: Ruth Maron or Maury Breazeale
359 Martindale, P.O. Box 187
University, MS 38677
Tel: 662 - 915-1508
rfmaron@olemiss.edu or mbreaze1@olemiss.edu

The University of Mississippi FedEx Internship

Calendar Fall 2009

Date(s)	Day(s)	Event(s)
April 6	Monday	Application Deadline for International students. Applications must be received by the Study Abroad Office by this day. Applications reviewed and submitted to FedEx on April 15
July 29	Wednesday	Arrive to University of Mississippi campus [for international student orientation & presentation of visa documents] Internship Begins - Orientation
August 3	Monday	
August 24	Monday	UM Fall 2009 Classes begin
August 28	Friday	Students may add courses on a space available basis through this date.
September 7	Monday	LABOR DAY HOLIDAY
November 26	Thursday	THANKSGIVING DAY HOLIDAY
December 4	Friday	Classes end
December 7-11	Mon - Fri	Final Examinations
December 23	Wednesday	Internship ends

Calendar Spring 2010*

Date(s)	Day(s)	Event(s)
September 10		Application Deadline for International and UM students. Applications must be received by the Study Abroad Office by this day. Applications reviewed and submitted to FedEx on September 20
January 4	Monday	Internship Begins - Orientation
January 20	Wednesday	UM Spring 2010 Classes begin.
April 2	Friday	GOOD FRIDAY
April 30	Friday	Classes End
May 3 - 7	Mon - Fri	Final Examinations.
May 28	Friday	Internship ends

*Spring 2010 Internship open to AY international exchange students that have spent the fall semester studying at the University of Mississippi, Oxford campus.

FedEx Internship for University of Mississippi Students Application Process & Forms Packet

To be eligible for The University of Mississippi's Fed Ex Internship, students must be enrolled full-time at one of UM's international partner institutions as degree-seeking students. Students must be enrolled in a business program or related field, should be juniors or seniors at the time of their participation and have an academic record with a the equivalent of a 3.0 GPA in the United States. a 3.0 GPA; second-semester sophomores may be considered under special circumstances. Participants should be highly motivated, reliable, and adaptable. They must also possess strong written and oral communication skills.

Please submit the following materials as your completed application by 5 p.m. on the specified due date to the University of Mississippi's Fed Ex Internship Coordinator, Study Abroad Office, 359 Martindale, P.O. Box 187, The University of Mississippi, University, MS 38677.

- **Signed and completed FedEx Internship application**
- **Signed and completed UM application for international students [including financial affidavit]**
- **Transcript:** Attach a copy of your current, official transcript. At the end of the current semester, should you be selected as a participant in the program you must submit an updated transcript that shows the current semester grades.
- **Cover Letter/Letter of Introduction:** In a one-page letter introduce yourself and briefly describe how UM-FEI fits within your goals and experience.
- **Résumé:** Attach a résumé which highlights your education and experience.
- **Personal Statement:** Attach a one-page statement which describes your interest in participating in The University of Mississippi's Fed Ex Internship and what you believe to be the benefits of your participation.
- **Writing Sample:** Attach a copy of a 3 to 5-page writing assignment (i.e. essay, report, research paper, etc.) that you submitted as a course assignment, free of marks and/or grades from professors.
- **Letters of Recommendation:** Provide two letter of recommendations: one from a current or recent professor/instructor and one from a current or former employer. The letter of recommendation form should be submitted to the University of Mississippi Study Abroad Office in care of the Fed Ex Internship Coordinator.
- **Application Fee:** The application fee is \$50. This fee is not refundable and will be charged to your Bursar account. By submitting the application, you understand that you are obligated and agree to pay this fee regardless of future circumstances.

APPLICATION DEADLINE for AY 2009-2010

- April 6: Application Deadline for Fall 2009
- September 10: Application Deadline for Spring 2010

Applications will be reviewed by the Internship Coordinator and the applications of qualified individuals will be sent to FedEx for review and final selection of the participants. The selection process is competitive, and a completed application does not guarantee the applicant selection to the program. Applications not complete and in our office by the due date will not be considered. Upon reviewing the application, a campus committee will select several candidates to be interviewed for the positions available.

Application for Admission to The University of Mississippi's Fed Ex Internship

Please provide the following information. Please type or print in blue or black ink.

Name of Applicant: Last _____ First _____ Middle _____

Date of Birth: ____/____/____ Gender: Male Female

Citizenship:

US Citizen US Permanent Resident Non-Citizen Visa or Permanent Resident # _____

Under Title VI of the Civil Rights Act of 1964, we are required to ask the following question of U.S. citizens and permanent residents. Answers will not affect our admissions decisions. Your cooperation is requested and appreciated.

How do you describe yourself? Mark all that apply (optional):

Race / Ethnicity: White (not of Hispanic origin) Black (not of Hispanic origin)
 Hispanic Asian, or Pacific Islander
 American Indian or Alaskan Native Other _____

Local Address:

Street _____ Apt./Box No. _____ City _____ State _____ ZIP _____

Permanent Address:

Street _____ Apt./Box No. _____ City _____ State _____ ZIP _____

Primary Phone: (_____) _____ - _____ Secondary/Cell Phone: (_____) _____ - _____

Email address(es): _____

Emergency Contact:

Name Telephone Number Relationship

Classification: Junior Senior Graduate Major(s): _____ Minor(s): _____

Cumulative GPA (or equivalent at home institution): _____ (Most recent transcript must be attached)

Please list any additional courses you are taking that do not appear on your transcript:

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I, _____, hereby certify that I have personally completed this preference form. I understand that I may be assigned to intern at ANY provider. I agree to abide by the decision of the Internship Director regarding my placement should I be accepted into the FEI Program.

Signature _____ Date _____

The University complies with all applicable laws regarding affirmative action and equal opportunity in all its activities and programs and does not discriminate against anyone protected by law because of age, color, disability, national origin, race, religion, sex, sexual orientation, handicap, or status as a veteran or disabled veteran.

HONORS AND AWARDS

In reverse chronological order list academic and/or professional honors, including scholarships, prizes, awards, etc., and dates received. Also, list any original work, publications, or conference presentations. This information should NOT be included on your résumé.

I hereby certify that I have personally completed this application, and that the information is accurate. I understand that items submitted in behalf of this application are the sole property of The University of Mississippi and will not be returned or transferred.

Signature _____ Date _____

Return Completed Application Materials to:

The Study Abroad Office
359 Martindale, P.O. Box 187
Tel: 662 - 915-1508

Attention: Ruth Maron or Maury Breazeale
University, MS 38677
rfmaron@olemiss.edu or mbreaze1@olemiss.edu