



First and Second Year Internship Guide

CAREERS IN BUSINESS

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Goals of 1st and 2nd Year Internships

1. To gain industry knowledge in your areas of interest
2. To build job-oriented skills to prepare you for future employment
3. To strengthen foundational skills in business that can be transferrable to different areas
4. To help identify your career interests based on hands-on experience

How Can You Gain Professional Experience Early?

Research: Research allows you to practice analyzing data, drafting reports, and conducting experiments. The easiest way to find these opportunities is on Handshake and by approaching professors directly. Target research opportunities that align with your professional interests.

Start-Ups: Startups often hire 1st years to help with the work needed to build their venture. Responsibilities may include client outreach, market research, business development, coding websites, and data analysis. You can find these opportunities through the Polsky Center for Entrepreneurship and by [subscribing to the entrepreneurship newsletter](#).

On-Campus Employment: Students of any year may work for university departments like Career Advancement, Admissions, and academic departments. Responsibilities will vary widely between departments, but this is an opportunity to strengthen professional skills. Apply on Handshake and subscribe to the [Student Employment newsletter](#).

Small Firms: Smaller firms such as family investment offices, regional investment banks, 'lower middle market' private equity firms, boutique asset managers, smaller corporations, and insurance companies will employ 1st and 2nd year students. Compile a list of small firms in your desired city and see if you can find information about the firm's team to gauge whether there is room for you to add real value. If the firm is simply too small to have a formal internship program, reaching out to a partner and offering help may be all it takes to get your foot in the door. Use your [UChicago network](#) to identify firms led by alumni.

Sophomore Internship Programs: Some companies offer internships for sophomores to secure top talent early. Some programs have a formal recruiting process (through Handshake), and some can be obtained through proactive outreach to companies and utilizing UChicago alumni network.

How to Search for Internships

- **Handshake:** Employers post their internship opportunities directly on Handshake. This is a great platform to search, monitor, and apply for opportunities that are targeted at UChicago students.
 - Check out the collections tab on Handshake to discover University of Chicago collections of internships that may interest you! A great collection to start with includes our Metcalf internship opportunities!
- **UChicago Listhosts:** Sign up for industry-focused newsletters to see highlighted internship opportunities and sign up for employer-led events.
- **LinkedIn:** This platform allows you to find internship opportunities, learn more about companies and their networks, and provides learning modules to help enhance your candidacy.
- **Organization Websites:** Some firms may not post on Handshake or LinkedIn but advertise their opportunities through their own website.

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Internships by Industry: Sample Employers and Job Titles

There is a wide variety of great organizations and opportunities for students to consider for their 1st and 2nd year internships. Below is a sampling based on past UChicago student experiences to expand your career options and build those transferable skills:

Industry	Sample Employers	Sample Job Titles
Arts & Entertainment	CharacTour LLC Paramount Pictures Pixar Animation	Summer Analyst/Intern Summer Marketing & Advertising Intern
Consulting	Cornerstone Research Glohai NERA Economic Consulting P33 Point B The Cambridge Group 84.51°	Summer Intern Summer Consultant/Associate Summer 2024 Growing Future Leaders
Corporate & All Other Business	BP Coca-Cola FutureLabs Ventures Pte Ltd Hyatt Hotels Corporation McMaster-Carr Mella Pet Care Starbucks	Summer Analyst/Intern Leadership Program
Education	Chicago Public Schools Duunokid EducationUSA Voth Group Xccelerate	Research Assistant Summer Intern/Fellow
Entrepreneurship & Start-Ups	Haylon Technologies Loeb Enterprises Plug and Play StandOut Search	Summer Intern/Analyst Research Intern
Financial Services	Actelligent Company Limited AQR Capital Management Heard Capital Dorsey Asset Management Monroe Capital LLC NextGen Growth Partners Point72 Illinois Venture Capital Association (IVCA)	Summer Intern/Analyst Sophomore Summer Analyst Sophomore Investment Banking Analyst Investment Analyst Intern Summer Research Analyst Private Equity Intern M&A Summer Intern Summer Intensive Program Quantitative Strategies Intern Summer Sales and Trading Analyst

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Industry	Sample Employers	Sample Job Titles
Government, Public Policy & Administration	Federal Reserve Bank of Chicago Illinois Housing Development Authority Reform for Illinois	Summer Policy Intern Research Assistant
Healthcare	Cleveland Clinic Endeavor Health Novant Health	Summer Intern Research Intern Summer Data Science Intern Summer Investment Intern
Law	Kirkland & Ellis LLP National Immigrant Justice Center	Intern Investigative Intern
Marketing, Advertising & Media	Comcast Corporation MindBody GroupM	Data Analyst Product Management Intern Summer Marketing Intern Summer Corporate Development Intern
Non-Profit & Social Services	Greenwood Project League of Women Voters of Illinois Margaret A. Cargill Philanthropies Robin Hood Foundation	Summer Intern/Analyst Investment Intern Social Media Intern Program Data Intern
Science & Technology	Argonne National Laboratory CarbonX Cargill Mobius Materials TIVA	Summer Intern/Analyst Business Development Intern Product Management Intern Program Manager Intern Apprentice REU Program Undergraduate Research Intern Research Assistant

Summer Research Opportunities

Research roles help you build a foundation of technical and data analysis skills. Research opportunities exist all around the University during the school year and over the summer. Here are some great places to start:

- [Becker Friedman Institute for Economics](#)
- [Mathematics REU Program](#)
- Search “University of Chicago” as the Employer on Handshake
- Connect with your professors to see if they will offer any research positions for undergraduate students.

Other Interesting Opportunities

The following organizations also offer great summer opportunities open to 1st and 2nd year students:

- [Summer on the Cuyahoga](#)
 - This is a premier summer internship program hosted in Cleveland, Ohio, offering paid internships, networking opportunities, and free housing! The program partners with select colleges and universities including UChicago, so it's also a great opportunity to connect

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with peers over the summer.

- [Institute of Politics](#)
 - Institute of Politics at UChicago provides about 300 fully funded internships each year throughout the academic year or during summer – most open to all class years.

Appendix: How to Identify Companies with 1st and 2nd Year Internships

1. Handshake

Your search filters can be:

- Job Type = “Internship”
- School Year = “Sophomore” or “Freshman”
- Add any other filters as you see fit for your candidacy

The image consists of two side-by-side screenshots of the Handshake platform. The left screenshot shows the 'Job type' filter section with options: 'Full-Time', 'Part-Time', 'Internship' (which is highlighted with a purple border), 'On-Campus', 'Job', and '+ More'. The right screenshot shows the 'Qualifications' filter section with a checkbox for 'Match all qualifications' (unchecked) and four individual checkboxes: 'Major' (unchecked), 'School Year' (checked with a blue checkmark), 'Graduation Date' (unchecked), and 'GPA' (unchecked).

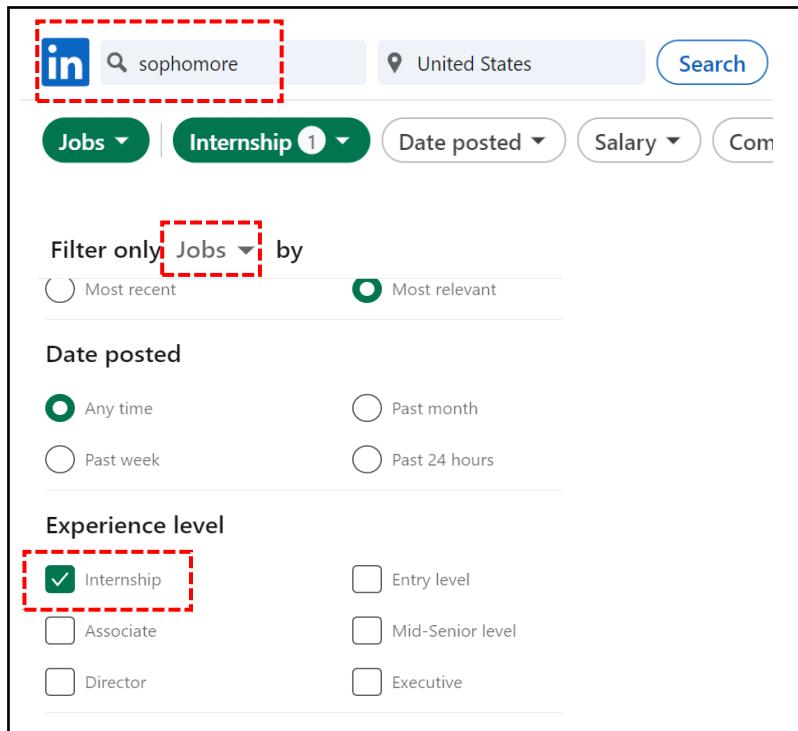
You can also use Handshake collections to search for internship by choosing the types of roles that align with your career interests:

The image shows a screenshot of the Handshake collections search interface. At the top, there are three dropdown menus: 'U Chicago collections', 'Location', and 'Full-time'. Below these is a search bar with the placeholder 'Choose a collection' and a magnifying glass icon. A dropdown menu titled 'Collections you follow' is open, showing a list of collections: '2026 Metcalf Internships', 'APAC Roles 2026', 'Arts & Humanities | Entry Level Roles', 'Arts & Humanities | Internships + Events', 'Arts & Humanities | Metcalf Internships Summer 2026', 'Behavioral Sciences | Entry Level Roles', 'Behavioral Sciences | Internships', and 'BSCD Fellowships'. The 'APAC Roles 2026' collection is highlighted with a blue border.

2. LinkedIn

Your search filters can be:

- Jobs Search = “Sophomore” or “Freshman”
- Experience Level = “Internship”
- Add any other filters as you see fit for your candidacy



The screenshot shows the LinkedIn search interface. A red dashed box highlights the search bar where 'sophomore' is typed. Another red dashed box highlights the 'Internship' filter button, which is set to '1'. The 'Sort by' dropdown is set to 'Most relevant'. The 'Date posted' section shows 'Any time' selected. The 'Experience level' section shows 'Internship' selected with a checkmark. Other experience level options like 'Associate' and 'Director' are shown without checkmarks.