

MASTER INSTRUMENT: The National Survey of College Internships

Center for Research on College-Workforce Transitions (CCWT)

University of Wisconsin - Madison

Table of Contents

Survey Flow	1
Start of Block: Intro	2
Part 1 Your academic background and current major	4
Part 2 Internship Participation.....	5
Part 3 Internship Program Structure & Experiences.....	6
Part 4 Outcomes of your Internship Experience.....	15
Part 5 Problems and Challenges with the Internship	24
Part 6 Your Demographic Information	26

Survey Flow

A skip logic is embedded to direct students to questions based on students' internship participation.

- Part 1, 2, and 6 are required for all students.
- Responses to Part 2 will lead students to different sections.
 - Students with internship experience will answer questions about their internship experience (Part 3, Part 4 and first part of Part 5)
 - Students without internship experience will answer questions about internship participation interest and barriers (Second part of Part 5)
- An embedded skip logic will allow students to answer questions regarding either an online or an in-person internship experience.

Start of Block: Intro

The National Survey of College Internships

You are being sent this consent because you are currently enrolled as a student at [NAME OF INSTITUTION] that has subscribed to the NSCI, which is an evaluation project conducted by the [NAME OF INSTITUTION]. Researchers from UW-Madison also wish to use the evaluation data collected for the NSCI for research purposes with your consent. With your assistance, the research will result in a comprehensive account of the impacts of internship experiences on student outcomes, as well as the obstacles keeping students from pursuing an internship. So even if you have never had an internship, we are still interested in your opinions!

Before we begin the survey, please read the following information about the project and your participation.

Background

This survey will take about 15-20 minutes to complete, and includes questions about your academic and personal background, any experiences you may have had with internship programs, and your approach to career decision-making. The data from this survey will be used by your institution to perform an evaluation of internship programs on your campus, and by our team for research purposes.

Risks and Benefits

Your participation in this study is voluntary. There are no direct benefits for participation in this study. There is no penalty, and you may end your participation at any time without penalty. By participating, however, you will provide valuable information that may contribute to the improvement of workforce education and training in the future. Participation in this study will in no way affect your grade or participation in your internship program.

Your institution has shared directory information (e.g., name, email address, demographic information) with our study team so that we can send you this survey and also to conduct an evaluation of internship programs on your campus. To conduct this evaluation, we will be sharing your survey responses and identifying information back to your campus. If you consent to the use of your data for research purposes, the research dataset will not include your identifying information. De-identified data that is aggregated across the entire study (i.e., multiple institutions) will be used to generate reports and research papers by our study team and may be shared with other researchers.

While precautions will be taken to ensure your confidentiality for these research purposes, there is always a small risk that a participant's identity might be accidentally revealed, and that

your answers to our questions might be attributed to you.

How will my confidentiality be protected?

For the raw evaluation data that we provide back to your institution, we will share these data with a single point of contact who will be required to not publicly release any responses linked to individual students without first seeking their permission. However, for the summary reports and data dashboards that we will be providing to your home institution, those data will be de-identified and will be aggregated across all survey respondents at your institution.

To minimize these risks to your confidentiality for our team's research purposes, your personal information and associated survey responses will be stored in a secured office and on a secured computer network at the [NAME OF INSTITUTION]. Only UW-Madison personnel that are officially included in the IRB protocol of this study and personnel identified by the NSCI Principal Investigator at your home institution will have access to the raw data. Thus, data will be collected, stored, and disseminated in ways that ensure individual responses will remain confidential during the entire research process and thereafter. Confidentiality will also be maintained by only reporting aggregated results with no identifying information from multiple institutions participating in the survey in research reports and scholarly papers. This large de-identified dataset may also be shared with researchers outside of our study team for research purposes.

Will I be compensated?

We will send an incentive payment of \$5 dollars (via campus card or gift card) after the survey closes in a few weeks. If you have questions, please contact Dr. Matthew Hora (matthew.hora@wisc.edu).

Whom should I contact if I have questions?

Please note that this study has been overseen by the University of Wisconsin-Madison's Institutional Research Board (IRB#2020-1293). If you have any questions about the survey, please feel free to contact Dr. Matthew Hora (matthew.hora@wisc.edu; 608-265-0448). If you have any questions regarding your rights as a research participant, please contact the University of Wisconsin-Madison Education Research Institutional Review Board (or IRB) office at 608-263-2320.

Consent

Q1 If you do give your consent, click on the "Yes" button. If you do not consent to Participate in this survey as described above, click on the "No" button below.

- Yes, I consent to participate
- No, I do not consent to participate

SKIP to the End of Survey if “No, I do not consent to participate” is selected

End of Block: Intro

Part 1 Your academic background and current major

Q2 As of today, are you enrolled in college full-time or part-time?

- Full time, at least 12 credits
- Part-time, fewer than 12 credits
- No, I'm not attending college

Skip To: End of Survey If As of today, are you enrolled in college full-time or part-time? = No, I'm not attending college

Q3 Currently, what type of program are you in?

- Technical or vocational certificate or diploma, less than 2-year degree
- Associate's degree, 2-year degree
- GED program
- Bachelor's degree
- I am not in an academic program

Q4 What is your grade level?

- Undergraduate freshman
- Undergraduate sophomore
- Undergraduate junior
- Undergraduate senior
- Technical or vocational college first year
- Technical or vocational college second year
- Associate's degree first year
- Associate's degree second year
- Other, please specify: [text entry box]

Q5 What is your major or the discipline of your academic program?

- Arts and Humanities
- Biological sciences, agriculture, and natural resources
- Physical sciences, mathematics, and computer science
- Social sciences
- Business
- Communications, media, and public relations
- Education
- Engineering
- Health professions
- Social service professions
- Other majors

Q6 Which one of the following best describes your average grade point average (GPA) for the 2020/2021 academic year?

- A+, A, or 4.0
- A- or 3.7
- B+ or 3.3
- B or 3.0
- B- or 2.7
- C+ or 2.3
- C or 2.0
- C- or 1.7
- D+ or 1.3
- D or 1.0

End of Block: Part 1 Your academic background and current major

Part 2 Internship Participation

The next few questions are about internships. For the purposes of this study, please use the following definition of an internship when answering these questions.

An internship is a position held within an established company or organization while also completing a college degree, certificate, or diploma program. It involves working in a position clearly designated as an “internship” by the host organization and performing tasks similar in nature and skill-level to tasks done by entry-level employees in the organization.

Q7 In the past 12 months, have you participated in an internship?

- Yes
- No

Q8 In the past 12 months, have you participated in any of the following experiences?

	Yes	No
Apprenticeship	<input type="radio"/>	<input type="radio"/>
Co-op Program	<input type="radio"/>	<input type="radio"/>
Volunteering	<input type="radio"/>	<input type="radio"/>
Service Learning	<input type="radio"/>	<input type="radio"/>
Undergraduate research experience	<input type="radio"/>	<input type="radio"/>

End of Block: Internship participation

Part 3 Internship Program Structure & Experiences

You indicated that you have participated in an internship in the past 12 months. Please answer the following questions based on your most recent internship experience.

Q9 Please describe your internship in a single word or short phrase.

Q10 Is an internship required to graduate from your academic program?

- Yes
- No
- Not sure

Q11 Was your most recent internship an in-person or online experience?

An online internship means that you did not physically appear at the organization where you interned, and instead worked remotely via digital technologies (e.g., laptop).

- In-person internship
- Online internship
- Hybrid internship (both in-person and online)
- Other, please specify: _____

Q12 Did your most recent internship lead to...

	Yes	No
...a job offer at the organization where you did the internship?	<input type="radio"/>	<input type="radio"/>
...a job offer at another organization?	<input type="radio"/>	<input type="radio"/>
...another professional opportunity, such as graduate school, or a fellowship?	<input type="radio"/>	<input type="radio"/>

Q13 Was your internship host organization located on or off-campus?

- On campus
- Off campus

Display This Question:

If Was your internship host organization located on or off-campus? = On campus

Q14 Which of the following best describes your on-campus position?

- A position explicitly designated as an “internship”
- Undergraduate research experience
- Work-study position
- Other type of campus job
- Other, please specify: _____

Q15 What is the zip code of the company or organization where you did your internship?

Please indicate if your internship was located out of the United States.

Q16 What is the zip code of your living address while doing the internship?
Please indicate if your address was located out of the United States.

Q17 At what type of organization was this internship?

- A government agency
- A for-profit company
- A non-profit company
- An academic institution, such as a college or university

Q18 In what industry or field was this internship in?

- Accommodation and Food Services
- Administrative and Support and Waste Management and Remediation Services
- Agriculture, Forestry, Fishing and Hunting
- Arts, Entertainment, and Recreation
- Construction
- Educational Services
- Finance and Insurance
- Health Care and Social Assistance
- Information
- Management of Companies and Enterprises
- Manufacturing
- Mining
- Other Services (except Public Administration)
- Professional, Scientific, and Technical Services
- Public Administration
- Real Estate Rental and Leasing
- Retail Trade
- Transportation and Warehousing
- Utilities
- Wholesale Trade

Q19 For how many weeks did you participate in this internship?

▼ 1 (1) ... 52 or more (52)

Q20 In a typical week, for how many hours did you work at this internship?

▼ 1 (1) ... 100 or more (100)

Q21 What was your main purpose for taking this internship?

- Exploring different career options because I am not yet sure about my chosen profession
- Gaining experience in a specific career that I plan on pursuing as my chosen profession
- It was required by my program for graduation
- Other, please specify: _____

Q22 From which of the following did you learn about your most recent internship opportunity?

Did you learn about it...

	Yes	No
...through a professor or instructor teaching one of your courses?	<input type="radio"/>	<input type="radio"/>
...through an advisor working at a career services or academic affairs office?	<input type="radio"/>	<input type="radio"/>
...through a friend or acquaintance at your college or university?	<input type="radio"/>	<input type="radio"/>
...through an off-campus contact such as a family friend or neighbor?	<input type="radio"/>	<input type="radio"/>
...through a job board hosted by your college or university?	<input type="radio"/>	<input type="radio"/>
...through public advertisements or forums such as LinkedIn, or a company website?	<input type="radio"/>	<input type="radio"/>
...by being recruited by an employer for the position?	<input type="radio"/>	<input type="radio"/>
...in some other way? Please tell us: [text entry box]	<input type="radio"/>	<input type="radio"/>

Q23 Was the internship paid or unpaid?

- Paid
- Unpaid

Display This Question:

If Was the internship paid or unpaid? = Paid

Q24 Approximately, how much does/did your internship pay by the hour?

Note: Please estimate your hourly compensation if you are/were not paid based on hourly wages.

Display This Question:

If Was the internship paid or unpaid? = Paid

Q25 Who was the source of your compensation for the internship program?

- Employer
- Fellowship or scholarship
- Campus-based program or initiative
- Other, please specify: _____

The following questions focus on the type of work you did at the internship. Please think of your most recent internship experience and answer the following questions.

Q26 Please describe the work that you did during your internship in a single word or short phrase.

Q27 Were you provided with a written document that outlined the learning goals and activities for your internship?

- Yes
- No

Display This Question:

If "Were you provided with a written document that outlined the learning goals and activities for you..." = Yes

Q28 Who provided you with this documentation outlining the learning goals and activities for your internship?

- It was in a course syllabus
- My employer
- My academic advisor
- Other, please specify: _____

Q29 Which of the following best describes how you engaged in workplace tasks during your internship?

- Job shadowing: You mostly shadowed your supervisor and observed them perform tasks
- Low-skill tasks w/supervision: You mostly engaged in relatively low-skill tasks after being trained by your supervisor
- High-skill tasks w/supervision: You mostly engaged in relatively high-skill tasks after being trained by your supervisor, who would then review and approve your work

- Autonomous work: You mostly worked on your own project(s) independently with support from a supervisor only as needed

The next few questions focus on the supervision and mentoring you received while at your internship. Please think of your supervisor at the internship job site and not your academic advisor and answer the following questions.

Q30 Please describe your supervisor in a single word or short phrase.

Q31 Please rate how clearly you felt your internship supervisor stated the tasks to be completed during your internship.

- Not at all clear
- A little clear
- Somewhat clear
- Very clear
- Extremely clear

Q32 Please rate how clearly you felt your internship supervisor stated the goals of your internship.

- Not at all clear
- A little clear
- Somewhat clear
- Very clear
- Extremely clear

Q33 In this internship, how much did your internship supervisor...

	None at all	A little	Some	Quite a bit	A great deal
care about your wellbeing?	<input type="radio"/>				
care about your satisfaction at work?	<input type="radio"/>				
appreciate the amount of effort you made?	<input type="radio"/>				

Q34 In this internship, how much...

	None at all	A little	Some	Quite a bit	A great deal
respect did you feel you received?	<input type="radio"/>				
flexibility did you have in how you completed your work?	<input type="radio"/>				
freedom did you have to decide how to do your work?	<input type="radio"/>				

Q35 In this internship, how often did your supervisor...

	Never	Rarely	Sometimes	Often	Very Often
suggest specific strategies for achieving career goals?	<input type="radio"/>				
encourage you to try new ways of performing in the job?	<input type="radio"/>				
give you feedback regarding job performance?	<input type="radio"/>				
give you assignments that presented opportunities to learn new skills?	<input type="radio"/>				
help you finish tasks or meet deadlines that otherwise would have been difficult to complete?	<input type="radio"/>				

End of Block: Internship Program Structure & Experiences

Part 4 Outcomes of your Internship Experience

The next few questions focus on the outcomes of your internship experience. Please think of your most recent internship experience and answer the following questions.

Q36 Please describe what you got out of the internship in a single word or short phrase.

Q37 How satisfied were you with your internship experience?

- Not at all satisfied
- A little satisfied
- Somewhat satisfied
- Very satisfied
- Extremely satisfied

Q38 How related do you feel your internship was to your academic program?

- Not at all related
- A little related
- Somewhat related
- Very related
- Extremely related

Q39 Please indicate if your internship expanded your professional network, or personal contacts that you can speak with about your career goals and aspirations.

- Yes
- No

Display This Question:

If Please indicate if your internship expanded your professional network, or personal contacts that... = Yes

Q40 How many professional contacts did you acquire directly through each of the following in your most recent internship experience?

How many did you acquire through...

	None	1	2	3	4 or more	Not applicable
...an executive-level or senior leader at the internship organization?	<input type="radio"/>					
...a direct supervisor at the internship organization?	<input type="radio"/>					
...a colleague or peer at the internship organization with similar experience to your own?	<input type="radio"/>					
...a person outside of the internship organization?	<input type="radio"/>					
...someone else?	<input type="radio"/>					

Please think of your most recent internship experience and answer the following questions.

Q41 How would you rate each of the following aspects of the value of your internship?

How much did this internship...

	None at all	A little	Some	Quite a bit	A great deal
...help you to better understand the knowledge you learned in your academic program?	<input type="radio"/>				
...give you opportunities to apply what you have learned in your academic program in real-world situations?	<input type="radio"/>				
...help you identify your knowledge gaps?	<input type="radio"/>				
...help you identify what you should focus on studying in your academic program?	<input type="radio"/>				

...motivate
you to look
for more
hands-on
learning
opportunities
that enhance
your
academic
learning?

Q42 How would you rate each of the following aspects of the value of your internship?

How much did this internship...

	None at all	A little	Some	Quite a bit	A great deal
...help you to clarify your career goals?	<input type="radio"/>				
...provide you with important skills relevant to your career goals?	<input type="radio"/>				
...give you opportunities to learn new career-related skills?	<input type="radio"/>				
...help you identify specific organizations where you can apply for jobs in the future, perhaps including your internship site?	<input type="radio"/>				
...help you to become more confident in your ability to pursue future career opportunities?	<input type="radio"/>				

Q43 How much do you think the internship increased your skills in each of the following areas?

How much did it increase your skills in...

	None at all	A little	Some	Quite a bit	A great deal
...oral communication, to verbally articulate thoughts and ideas clearly via public speaking, such as in meetings?	<input type="radio"/>				
...written communication, to articulate thoughts and ideas clearly in written form via memos, emails, or technical reports?	<input type="radio"/>				
...teamwork or collaboration, to work within a team structure, and collaborate with different people?	<input type="radio"/>				
...critical thinking or problem solving, to exercise sound reasoning in analyzing issues, making decisions, and overcoming problems?	<input type="radio"/>				

...global or intercultural fluency, to value, respect and learn from diverse cultures, races, ages, genders, sexual orientations, and religions?

...digital technology, to learn new and emerging technologies to solve problems and complete tasks?

End of Block: Outcomes of your Internship Experience

Part 5 Problems and Challenges with the Internship

Q44 Please describe the biggest problem with your internship in a single word or short phrase.

Q45 Did you ever feel discriminated against during your internship based on your race, gender, sexuality, disability status, and/or other personal attributes?

Yes, please describe the nature of the discrimination.

No

Display This Question:

If Did you ever feel discriminated against during your internship based on your race, gender, sexual... = Yes , please describe the nature of the discrimination?

Q46 To whom did you report the incident to, if anyone?

Person at my college or university

Person at the internship organization

Other, please specify _____

Q47 You indicated that you did not participate in an internship in the past 12 months.

In the past 12 months, were you interested in participating in an internship?

Yes

No

Skip To: End of Block If You indicated that you did not participate in an internship in the past 12 months. In the past 1... = No

Q48 Please describe the biggest obstacle to your taking an internship in a single word or short phrase.

Q49 Below is a list of reasons why someone may be unable to pursue an internship.

How important were each of these as a reason why you did not pursue an internship in the last 12 months?

How important was it that...

	Not at all	A little	Somewhat	Very	Extremely
...your course load at school was too heavy?	<input type="radio"/>				
...insufficient pay was offered?	<input type="radio"/>				
...you needed to work at your current job?	<input type="radio"/>				
...you lacked transportation?	<input type="radio"/>				
...you lacked childcare?	<input type="radio"/>				
...there was a lack of internship opportunities in your field?	<input type="radio"/>				
...your internship was cancelled due to the Covid-19 pandemic?	<input type="radio"/>				
...you were not selected for the internships you applied for?	<input type="radio"/>				
...you were not sure how to find an internship?	<input type="radio"/>				

Display This Question:

If Below is a list of reasons why someone may be unable to pursue an internship. How important were... [Not at all] (Count) < 9

Carry Forward Unselected Choices from "Below is a list of reasons why someone may be unable to pursue an internship. How important were each of these as a reason why you did not pursue an internship in the last 12 months? How important was it that..."

Q50 Which one of the following issues you said were important to you was the most important?

- ...your course load at school was too heavy?
- ...insufficient pay was offered?
- ...you needed to work at your current job?
- ...you lacked transportation?
- ...you lacked childcare?
- ...there was a lack of internship opportunities in your field?
- ...your internship was cancelled due to the Covid-19 pandemic?
- ...you were not selected for the internships you applied for?
- ...you were not sure how to find an internship?

Q51 Please describe below if there are any other reasons not listed above.

End of Block: Problems and Challenges with the Internship

Part 6 Your Demographic Information

Q52 During the past 12 months, have you worked for pay at a job that is NOT an internship?

Please consider all jobs you are financially compensated for including part-time, evening, or weekend work.

- Yes
- No

Display This Question:

If During the past 12 months, have you worked for pay at a job that is NOT an internship? Please... = Yes

Q53 During a typical week, how many hours do you approximately work at your paid non-internship job(s)?

▼ 1 (1) ... 100 or more (100)

Q54 What is the range below encompasses the total annual income of the person(s) who raised you?

- \$0-\$19,999
- \$20,000-\$39,999
- \$40,000-\$59,999
- \$60,000-\$79,999
- \$80,000-\$99,999
- \$100,000-\$119,999
- \$120,000-\$139,999
- \$140,000-\$159,999
- \$160,000-\$179,999
- \$180,000-\$199,999
- \$200,000 and above
- I don't know or not applicable

Q55 In thinking about your past and present experiences, which label best describes your perceived social class?

- Lower Class
- Working Class
- Lower-Middle Class
- Middle Class
- Upper-Middle Class
- Upper Class
- I don't know or not applicable

Q56 In the past 30 days, did you...

	Yes	No
Receive free food or meals using Supplemental Nutrition Assistance Program or SNAP, or from a food bank or food pantry?	<input type="radio"/>	<input type="radio"/>
Not pay or underpay your rent or mortgage?	<input type="radio"/>	<input type="radio"/>
Get evicted from your home?	<input type="radio"/>	<input type="radio"/>
Not pay the full amount of a gas, oil, or electricity bill?	<input type="radio"/>	<input type="radio"/>

Q57 The COVID-19 pandemic is disrupting many features of higher education and labor market, and it may have impacted your career goals and plans in different ways.

Please check all that apply.

- The pandemic has kept me from developing important professional skills
 - Career opportunities have disappeared (e.g., jobs, internships)
 - I have had limited opportunities to explore different career options
 - Developing professional networks has been more difficult
 - I have experienced increased feelings of stress, anxiety, and/or hopelessness
 - There was no impact at all
 - If not listed here, please specify how it has impacted you:
-

Q58 How do you describe your gender?

- Woman
 - Man
 - Trans woman
 - Trans man
 - Non-binary/Genderqueer
 - Another gender identity (please describe):
-

Q59 With what race/ethnicity do you most closely identify?

- American Indian, Native American, First American, Alaska Native
- Asian, Asian-American
- Black, African American
- Hispanic, Latin@, Latinx, or Chican@
- Native Hawaiian, Pacific Islander
- White, Caucasian American
- Two or more races/ethnicities
- Other (please describe): _____

Q60 What year were you born?

▼ 2006 (1) ... Before 1940 (67)

A first-generation college student refers to someone who is the first in their family to attend a four-year college/university and attain a bachelor's degree.

Q61 Do you consider yourself to be a first-generation college student?

- Yes
- No

Q62 Please enter the zip code of where you have been living the most in the past 12 months.

End of Block: Demographics