Internship Search Guide | Financial Planning

CSR 48000 Course Description

Supervised internship in the financial services industry. The experience will enable students to develop their professional interest and skills, gain valuable industry training and develop industry contacts. A **total of 140 work site hours** are required along with completion of all CSR 48000 academic assignments and supervisor evaluations. Register for CSR 48000 in the semester you are working your hours. Pre-requisite: Must be a financial counseling & planning major; completion of CSR 34200 with a grade of D-

Suitable Job Sites

The point of the internship is for students to learn about financial planning, counseling, or advising individual clients. The appropriate position is one that involves a service or product related to a consumer's financial counseling and/or planning needs, and/or involvement in giving personal finance advice. Examples include financial planning firms, employee benefit companies, investment firms, insurance companies, trust departments, financial counseling agencies or government services such as the Social Security Administration. Paid and unpaid positions are accepted. Unpaid positions must provide formal documentation of work hours, verified by your supervisor. The company or organization may be for-profit or not-for-profit. Organizations with a CFP® designation or those who employ CFP® certified advisors are recommended and are the most appropriate sites. Self-employment is not acceptable. Internship sites are approved by Dr. Bauchet, Dr. Heo, or the CSR 48000 Instructor. Since all academic assignments are submitted online through Brightspace, the physical location of your internship is unlimited.

Job Search Tips:

The department does not place students into internships, but we provide numerous resources. Securing an internship is part of the student learning experience and requires some focused attention on your part. Here are some tips to help you with your search:

- Visit the HTM Ray Kavanaugh Career Center located in Marriott Hall, room 128 for personalized assistance.
- Attend as many HTM sponsored professional development events throughout the year as possible (career fairs, networking events). Recruiters and employers who attend do so to connect professionally!
- Be an **active participant** in personal finance-focused clubs such as the **Purdue chapter of the Financial Planning Association (FPA).** Clubs host recruiters from firms who are seeking interns or full-time employees. Guest speakers who are not recruiters provide useful tips and networking opportunities.
- Write a dynamic **resume** and have it proofread by more than one professional. Watch for "Resume Review" sessions around campus. Templates and resources can be found in the online **CCO Career Success Handbook.**

- Draft a skeleton **cover letter** to later populate with information for specific roles. Use the **CCO Career Success Handbook** for examples and best practices
- Register with **myCCO.** Ensure your profile is accurate and settings are correct so you are alerted to job or open position matches. Review "MyCCO Tips" for best results.
- Start a list of target organizations and link these to your careers page in myCCO. Create a schedule where you also check the CCO job postings weekly for new positions/postings
- Refer to a list of Career Fairs on the **CCO Website** for a chance to talk with recruiters and arrange interviews
- Set up your **LinkedIn** profile and actively utilize it:
    - Include an appropriate, business type headshot (search: 'Tips for the perfect LinkedIn profile picture")
    - Be sure your headline clearly states what you are seeking
    - Make sure you edit your Job Seeking Preferences within your Profile Settings. Click on "Signal your interest to recruiters at companies you've created job alerts for"
    - Connect with past employers or professors and seek professional references for your LinkedIn profile and/or list of references
    - Connect with people who are working in positions you are interested in
    - Join LinkedIn Groups such as Purdue Alumni Association; FPA (your city); CFP Board
- Check out the **HHS Career Development** website and connect to the HHS Career Newsletter
- View CCO's **4 Years to Career Success: Steps to Explore your Major & Interests** checklist
- Watch for Advisor emails with internship announcements. These usually come directly from alumni (the perfect connections)!
- Set up a Google alert for positions you're interested in
- Google search what you are looking for! (i.e., "finance internship Chicago" – or "financial planning internship near me" – or – "financial services internships Houston")
- Cold call companies you're interested in or visit the "Employment" or "Careers" links on company websites
- Make sure your friends and family are aware of your internship needs and know what you are looking for ("who you know!").
- Read local business or trade publications (ex: Inside Indiana Business; Financial Planning Magazine to identify industry/business sector trends that may impact hiring.
- Visit the **CFP.net** Career Center; consider registering for a personal CFP account
- Use the **Purdue Career Research Portal** through Purdue Libraries. There are a wealth of links and databases here!
- Explore alternative entry-level positions that are looking for individuals with your skill set. "Widen" your net of potential jobs; positions you may not have normally considered. Think more broadly about your transferrable skills and potential starting positions. A starting point might be the Occupational Outlook Handbook

What is Required of a Potential Employer?

Employers must be willing to submit a midway and a final evaluation of your on-site work. These documents are part of the Employer Packet you will give to your supervisor at the time they sign your Site Approval Request Form. If a company is unable to complete the evaluations for you, you will receive 0 points for that portion of your grade. Additionally, while this is mentioned in the Employer Packet, it is a good idea to remind your employer that as an intern you will be writing reflections and a final paper which may require you to ask probing questions.

Recent Financial Planning Internship Experiences

AMI Investment Firm - Fort Wayne, IN
Anthem, Inc.
August Wealth Advisors
Bison Financial – Lafayette, IN
Boiler Financial Track - West Lafayette, IN
Cetera Financial Group
Charles Schwab – Indianapolis, IN
Dickerson Wealth Advisers, LLC DBA Engage Financial Group – Zionsville, IN
Edward Jones – Indianapolis, IN
Herschend Enterprises – Pigeon Forge, TN
The Fountain Trust Co. – Battle Ground, IN
Key Bank
Mariner Wealth Advisors
MSI Group, Hong Kong
Northwestern Mutual
Prosper Financial – Schererville, IN
Provider Wealth Management – Indianapolis, IN
Purdue Federal Credit Union – West Lafayette, IN
Robert W Baird & Co – Mishawaka, IN
Schramm Law Group, P.C. – Winamac, IN
Stifel Investors
Source One, Inc.
Valeo - Indianapolis, IN
Vanguard - Dallas, TX