STUDENT PRACTICUM / INTERNSHIP

The Department of Landscape Architecture at the University of Washington encourages BLA and MLA students to gain experience in practice while earning their degree to better prepare students for future professional work. The Department works with local firms and agencies to arrange mutually beneficial opportunities for hosting students.

Typically, students are in the last year of the degree program and have successfully completed a breadth of courses including design studios, plants, CAD and other computer software, and professional practice and have produced a set of construction documents for a small project. Students work with the Department to contact firms or agencies to arrange interviews and determine interest in hosting a student. Students may earn academic credit from the Department and/or financial compensation from the firm/agency, criteria for determining the type of compensation is described below.

Skills you could expect a student to possess (practicum or internship):

- Understanding of design and design process
- Basic understanding and experience with CAD, GIS and Adobe software
- Basic understanding of construction documentation set and process (have completed Large Scale Construction studio)
- Basic understanding of plants and natural systems
- Basic understand of grading and drainage
- Experience building models
- Experience producing illustrative plans, sections and vignettes
- Experience documenting site through drawing, photography and video
- Experience assembling presentations (powerpoint and boards)

UW Internship / Practicum Portal

The Portal is a space where employers can submit internships and practicum positions to a page that is only accessible by our students. We hope this will increase our students’ experience opportunities that will aid in their skill development. In turn, student resumes/portfolio links can be found on the department website: http://larchwp.be.washington.edu/resources/current-students/internshipjobs/student-resumes/

If your firm is interested in hosting a practicum or internship, please contact Vanessa Lee, Department Coordinator at VNL2@u.washington.edu or 206-616-6995. These services are of no charge to employers, but do require a username and password that can be acquired via the contact above.

Thank you for providing our students with local opportunities and building upon the strength that our design community has established.
Student Practicum / Internship

**Objective:**

Provide exposure to professional practice for students completing a professional degree in landscape architecture.

**Student Compensation:**

Academic credits: 3 credits (10 hrs/wk for 10 weeks) to 6 credits (20 hrs/wk for 10 weeks);

Monetary payment in addition to academic credit is at the discretion of the firm/agency

**When:**

Typically in the Fall quarter (October – December for 10 weeks)

Students may also arrange with a firm/agency to fulfill practicum requirements during the summer or other quarters with approval from their academic advisor

**Time Commitment:**

Variable: min. 10 hrs/week to max. 20 hrs/week for 10 weeks to meet Dept. requirements for academic credit. Additional hours (not for credit) are at the discretion of and in agreement between the firm/agency and student.

Student may also propose alternative schedules equivalent to above requirements, such as 40 hrs/week for 5 weeks.

**Firm/Agency Cost:**

Varies.

**Student Responsibilities:**

- Identify and arrange the practicum
- Interview and submit resume and portfolio
- Arrive on time, prepared to work
- Conduct themselves in a professional manner
- Maintain a weekly work log

**Expected types of experience:**

- Attend Client Meetings
- Attend Design team meetings
- Attend site visits (preference for projects under construction)
- Aid in preparing marketing materials
- Aid in preparing client/public presentations

**Firm / Agency Responsibilities:**

- Identify contact person for Department
- Document student’s work on form provided by Department at end of practicum
- Provide varied exposure to the field of landscape architecture and related projects
- Participate in in-house design sessions
- Aid on concept design / schematic design documents
- Aid in assembling construction documents
- Construct models
- Conduct product research

**How it Happens:**

- If your firm/agency is interested in hosting a Practicum, please contact the Landscape Dept.
- If a student is interested in a Practicum at your firm/agency, the student will define the practicum and work out logistics (i.e. number of credits, academic quarter, etc) with his/her faculty advisor. The student will then contact your firm/agency to arrange an interview. Students are expected to prepare a resume and portfolio for the interview, as well as to give thought to the type of experience they are most interested in (such as type of project, design studies, CAD work, marketing, etc).
- The interview allows your firm/agency an opportunity to meet the student and assess their skills and fit for your firm/agency.
- Following the interview, if a firm/agency is interested in pursuing the practicum, the firm/agency will coordinate with the student to determine a weekly schedule for working in the office for a 10-week period (number of hours per week will be determined by the need and number of credits agreed upon). Students may work additional hours above and beyond the amount required for the academic credits, however, they will not receive additional credits for that time.
- At the end of the 10-week period, the firm/agency will be contacted by the Landscape Dept. to complete a form documenting the student’s work at the firm/agency.
Student Practicum / Internship

**Internship: Unpaid**

Students are mentored

**Purpose:**
Provide mentoring opportunity for students majoring in landscape architecture

**Student Compensation:**
Mentoring opportunity in professional office
No academic credit or monetary compensation

**When:**
Varies at discretion of firm/agency; examples may be weekly commitment during academic year or temporary summer internship

**Time Commitment:**
Varies, if during academic year max. 20 hours/week is recommended

**Firm/Agency Cost:**
Not applicable

**Student Responsibilities:**
- Arrange the internship, interview and submit portfolio and resume
- Arrive on time, prepared to work
- Conduct themselves in a professional manner
- Identify learning opportunities
- Respectfully respond to mentoring activities
- At discretion of firm/agency in conjunction with student

**Firm / Agency Responsibilities:**
- At discretion of firm/agency in conjunction with student provide varied exposure to the field of landscape architecture and projects including
- Provide regular mentoring meetings
- Respond to student requests for advice, inquiries about profession and related requests.

**Expected Types of Experience:**
- One-on-one time with Project Managers / Principals
- Attend Client Meetings
- Attend Design team meetings
- Attend site visits (preference for projects under construction)
- Participate in in-house design sessions
- Aid on concept design / schematic design documents
- Aid in assembling construction documents
- Aid in preparing client/public presentations
- Aid in preparing marketing materials
- Construct models
- Conduct product research

**How it Happens:**
- Firm/agency may contact Department for student recommendations/submissions, or visit/post on the Portal. Student may contact firm/agency directly.
Student Practicum / Internship

**internship: paid**

students earn monetary compensation

**Purpose:**

*Provide employment opportunity* in a professional landscape architecture office for any student pursuing a degree in landscape architecture

**Student Compensation:**

Paid salary  
No academic credit

**When:**

Varies at discretion of firm/agency; can be weekly commitment during academic year or temporary summer internship

**Time Commitment:**

Varies, if during academic year max. 20 hours/week is recommended

**Firm/Agency Cost:**

Varies, compensation should be commensurate to skills and work

**Student Responsibilities:**

• Apply for position per firm/agency’s requirements  
• Arrive on time, prepared to work  
• At discretion of firm/agency in conjunction with student

**Firm / Agency Responsibilities:**

• At discretion of firm/agency

**Expected types of experience:**

• At discretion of firm/agency in conjunction with student

**How it Happens:**

• Firm/agency may contact Department for student recommendations/submissions or visit/post on the Portal. Student may contact firm/agency directly.