

F.U.S.E. Frequently Asked Questions

Who is eligible for F.U.S.E. funding?

All undergraduate students currently enrolled in any degree program. To be eligible for summer funding, applicants must be enrolled as an undergraduate student through William & Mary's main campus, St. Andrews, or study abroad programs for the following fall semester. Applicants must be in good academic, financial, and disciplinary standing at the time of application and remain in good standing throughout the internship. If the cumulative GPA falls below 2.5 during the semester immediately preceding the internship, the award will be subject to review.

Can international students receive F.U.S.E. funding?

International students with questions about work authorization should consult the [Reves Center](#). Students that are classified as a non-resident alien may be required to complete additional forms through the Tax Analysis Office.

What qualifies as underfunded?

Underfunded is defined as any internship or applied learning experience with some form of compensation that is less than the current minimum wage in the location of the experience.

What internships and employers are eligible?

Federal law requires payment of interns unless the internship satisfies criteria outlined by the U.S. Department of Labor (DOL) in the [Fair Labor Standards Act \(FLSA\)](#). William & Mary cannot determine whether any internship satisfies the DOL criteria. To help ensure that W&M students are provided with beneficial internships, we require all employers with unpaid experiences participating in the program to complete an online [verification form](#) to certify that they have reviewed and will abide by the DOL criteria.

Are there internships or situations that don't qualify?

The following criteria serve as automatic disqualification from the F.U.S.E. funding process:

- Independent or unsupervised internships
- Internships supervised by other undergraduate students
- Internship site is owned or managed by member of intern's family
- Inaccurate representation of internship or employer information
- Honor code, academic or disciplinary conduct violations
- Transferring or withdrawing from the university before, during, or after the internship

Can I participate in an international internship?

William & Mary's [international travel policy](#) should be consulted for any international internship. Students hoping to intern abroad while receiving funding for an internship should check the university's [travel alerts](#) page for the country in which they are interested. If the country is on the university's travel advisory list, please complete a [petition](#) which will be reviewed by the W&M International Travel Review Committee. Undergraduate students are prohibited from traveling to countries that are on the Restricted Destinations list.

Students who are traveling to any other country for their F.U.S.E. experience must secure CISI international travel insurance, attend a pre-departure orientation through the Reves Center, and provide emergency contact information to the university.

What are the most common application mistakes?

- Incomplete applications
- Insufficient details/explanations for budget requests
- Requests for budget items that aren't eligible (e.g., hardware, software, car insurance, etc.)

- Lack of required details in the offer letter (employer's name and contact information, proof of offer, start and end dates, total number of hours to be worked, modality with a schedule of on-site and remote days if it's hybrid, that it's unpaid or underfunded)

How is funding distributed?

Our office will work with students receiving awards to ensure the necessary paperwork is completed. Whenever possible, awards will be distributed prior to the start of the experience.

What are the funding expectations?

- Prior to accepting F.U.S.E. funding managed through the Office of Career Development & Professional Engagement, you must complete one of three prerequisites: My Active Career Exploration (MACE) (all 6 sessions), Career Readiness Foundations (all 4 modules), or SCHEV Developing Career Readiness Skills modules (Course Foundations and at least 3 modules).
- Awardees must enroll in a 0- or 1-credit internship course during the term they are receiving funding. Information about registration will be shared after award notification.
- The internship supervisor must submit an evaluation of the intern's performance including verification that the required hours were completed during the award summer or semester. If the supervisor evaluation form is not returned at the conclusion of the experience, the internship is considered incomplete, and students will be expected to repay all funds awarded.
- Student must complete an evaluation reflecting on the internship's impact on their academic and career goals.
- Recipients are expected to write thank you notes to donors and be available as requested for activities such as information sessions and donor-recognition events.
- Awardees must produce a PowerPoint slide and participate in an internship showcase.

If an intern does not complete the full internship or any of the requirements for any reason, they will be responsible for repaying the full award amount.

Inclusion in Publicity Materials & Donor Events

Acceptance of an award by a student implies their agreement that William & Mary may use the student's name and likeness in materials related to the internship funds. Recipients may request an exemption from this by writing to [the Internships & Applied Learning Team](#).