OVERVIEW
Summer internships between a student’s first and second year in the MBA program provide an opportunity to gain experience in his or her field of special interest. The summer internship, therefore, is a critical step for students with entrepreneurial aspirations; it helps students determine career paths, in addition to selecting the subsequent courses that will be the most valuable in the second and final MBA academic year. The Entrepreneurial Internship Program (EIP) enables first-year Full-Time MBA students to gain invaluable experiential learning that is critical to becoming successful entrepreneurs. It also provides companies otherwise financially unable to employ students of this caliber the opportunity to enhance their firms with the assistance of top-notch MBA students.

Through a competitive rolling admissions process, a limited number of first-year students will be selected to receive financial support to supplement their entrepreneurial summer internship salaries. The EIP kicked off at Chicago Booth in summer 1998 with funding from the Kauffman Center for Entrepreneurial Leadership at the Ewing Marion Kauffman Foundation, a long-time supporter of entrepreneurship education, awareness, and leadership. Since the program’s inception, generous gifts from alumni and friends of the Polsky Center have helped Chicago Booth subsidize the internships.

HOST COMPANY QUALIFICATIONS AND RESPONSIBILITIES
Participating start-up companies or small businesses must have less than $50M in revenues and between one and 150 employees. However, exceptions to these qualifications will be considered on a case-by-case basis depending on a company’s growth and/or the student opportunity that exists.

Interns must work primarily with the main principal(s) of the company.

The host company must compensate the intern for their time over the summer. While the Polsky Center for Entrepreneurship and Innovation will provide each intern with a financial award of $5,500 (before tax and other deductions) for the ten-week internship, EIP host companies should try to match that amount at least dollar-for-dollar. Companies are also welcome to compensate their interns above this amount up to $8,000.

This program is designed for a minimum of 10 weeks; however, the company and intern are welcome to create a working relationship beyond this timeframe.

Immediate supervisors must also complete expectations surveys as well as mid-point and end-point evaluation forms of the intern’s progress and contribution.
Projects and Expectations

Projects vary considerably across organizations. Previous projects have consisted of: writing business plans, performing financial analyses and market surveys, identifying investment opportunities and alternative distribution channels, presenting to investors and customers, exploring alternative financing structures, improving information systems, analyzing competitive positions, managing growth, and structuring third-party alliances, etc.

Prior to the internship, interns must establish responsibilities and expectations with their host firm. We understand that due to the rapidly changing nature of entrepreneurship, this outline may change. However, we expect both intern and host to discuss responsibilities and expectations as clearly as possible.

Interns will meet with EIP organizers before and during their internships, completing expectation surveys and progress evaluations. Host companies will also be asked to complete mid-term and final evaluations of their interns’ performances. This input will help us to continually improve the program as needed, and address any questions that may arise during the summer.

Applications

If you are interested in hosting a Chicago Booth intern you must do the following:

- **Post your internship through the Chicago Booth Career Services GTS system** (Please select “1st Time Users: Create a New Account”. This will prompt you to create a new account and then post your internship)
- Send an email to Hannah Williams (hannah.williams@ChicagoBooth.edu) in the Polsky Center with the following information:
  - Company Name & Website
  - 1-2 sentence company description
  - Industry(ies)
  - Date of founding
  - # of employees
  - 2014 revenues (if applicable)

We will review your application and confirm that your internship meets the requirements of the EIP program. If your internship meets EIP guidelines, it will be tagged in the Career Services system as “EIP approved”, signaling to students that they may apply for EIP funding if they secure an internship with your company. Non-EIP approved companies are welcome to post their internships in the GTS system but hired interns would not receive the EIP subsidy.

Potential host companies should interview the intern(s) either via phone or in-person. **Please note that if your company qualifies for the EIP, it does not guarantee that you will receive a subsidized summer intern.**

Chicago Booth will host a Start-Up Networking Night on April 9, 2015. This is a great opportunity for companies to meet many Chicago Booth students and introduce them to internship opportunities. If you are interested in participating, please contact Heather Rice (heather.rice@ChicagoBooth.edu) in Career Services.
Evaluations/Comments
Host companies have greatly benefited from this experience. True to the original purpose of our EIP, MBA students’ involvement has enabled start-up companies to achieve results they could not have otherwise attained. The companies unanimously agreed that the students added significant value. Here are some comments from previous host companies:

- “[Our intern] contributed on many levels, including revenue model, definition of value proposition, and market entry strategy. He was very effective at quickly resolving...issues with limited and constantly changing data...I rely on [him] to quickly understand the business and financial models of any type of Internet Company...He is flawlessly prepared and comfortable with many levels of [our clients’] management. He is also effective at communicating rather abstract navigation concepts. He definitely brings valuable skills and has been a great member of the team.”
  - Head of business development at entrepreneurial start-up

- “[Our intern] was responsible for architecting our entire Finance department. He figured out exactly what we needed to do from start to finish to successfully complete all closing responsibilities. He took that a step further by creating our reporting package which is now automated for month end close. He was also tasked with developing all of our raise material. That will come in extremely crucial when it comes time to go through our next fundraise.”
  - CEO and Founder of a local venture-backed start-up

- “[The intern] helped us understand how to segment the Internet as a whole and made some real strides towards understanding individual segments. He also helped us shape the personality of our sales positioning and proposal. He was a great addition to an early stage group and company. He has been a great member of the team. It was valuable to have someone who was such as pleasure to work with and could offer an opinion on so many subjects.”

Questions
If you have any questions about the EIP program itself, please contact Hannah Williams in the Polsky Center at 773.702.4047, or email at hannah.williams@ChicagoBooth.edu.

If you have questions specifically regarding the Career Services GTS system, please contact Jackie Campbell (jackie.campbell@ChicagoBooth.edu) in Career Services.

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