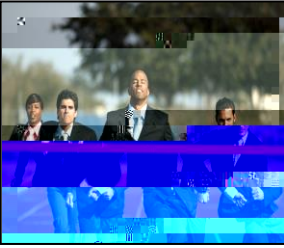


## Stay on Track with Applied Business Learning Experience (A.B.L.E.)



1. Successfully complete BUAD 300- and complete all required prerequisites!
2. Seek out & secure an internship: Know the minimum requirements and rules!

Minimum: 10 hours per week, 10 consecutive weeks totaling 100 hours; 80-90% of duties must be related to major; structured work experience, etc. Interning with/for family is prohibited! No retroactive credit, etc!

3. Complete the online application: <https://www2.salisbury.edu/able/app/login.asp> by the designated deadline!

A green check indicates your portion is complete.

Be sure you have entered the correct email address for your site supervisor!

4. An email will be sent to your site supervisor/employer contact requesting they complete their portion. A delay on their part will hinder the process.

A green check indicates their portion is complete.

Note: both the student portion and the employer portion must be complete by the deadline!

5. The department chair or assigned designee will review your application.

Pending= under review    Reviewed= has been reviewed but not approved    Denied= not approved

Check your application status often. Notes are often provided if it hasn't been approved.

6. Once approved, an email will be sent to you with information ~~for 490~~ for the 490 course via Gullnet and will also include details on the first class meeting.

Must have permission number to enroll in 490/491 course. You register yourself!

7. Enroll in Gullnet: 490, 3-credits

Summer= will generate a bill; may receive an "I" for Summer until grade change is done by 490 instructor in the Fall.

