International Business Professions (IBP)

Where the world comes together to learn... about International Business.

The IBP Program is a one year program preparing young professionals and current students for an observational internship in an English speaking company or organization. After studying college level, intensive English, and IBP classes, students participate in an English speaking environment. The IBP Program curriculum, training, and experience give you a competitive career advantage!

Observation Sites

- Seattle Art Museum
- Jubilee Reach
- Expeditors International
- Gobo Enterprises
- International Rescue Committee
- Global Trade International
- Seattle Symphony
- The Mariners
- Many more

To apply to the IBP Program go to www.bellevuecollege.edu/isp or contact Deron Dahlke, Assistant Director e-mail: deron.dahlke@bellevuecollege.edu

International Student Programs • Bellevue College
3000 Landerholm Circle SE, House 6 • Bellevue, WA 98007-6484 • USA
(425) 564-3185 • isp@bellevuecollege.edu
The IBP Program:
The IBP Program is designed to give the young professional a competitive edge in international business professions and directly apply these skills in a U.S. observational internship tailored to each student’s area of interest.

- Business training for today’s job market
- Small group instruction
- One-on-one advising and mentoring
- Dynamic observation opportunities at organizations, U.S. companies, and non-profit organizations
- Supportive network of faculty, advisors, and staff
- Use of full campus resources
- Opportunity for academic study in many areas of interest

"The IBP Program is the starting point to get into the translation industry. My career became more realistic. I can see what I want to do more clearly; I have a lot of chances. Through the IBP Program I had many chances to think about my goals and my life. It was a big chance and a good experience for me."

Atsuko Mori
IBP Student

Tracks
There are two tracks or options in the IBP Program depending on English proficiency. **Track A** is for students without TOEFL (iBT = 61) or IELTS (overall band score = 6.0 with all sub-scores = 5.5), which is a Bellevue College requirement. The IBP Program provides two paper-based TOEFL tests in Quarter 1. **Track B** includes college level classes taken with native English speaking, American students.

**Quarter 1**

**Oral Business Communication**
Students learn business presentation skills, telephone business etiquette, and how to participate effectively in business meetings

**Exploring Contemporary Issues**
Students participate in team driven projects that develop research skills and analytical and critical thinking to produce presentations on important contemporary issues in American society.

**Written Business Communication**
Students study and master format, tone, style, and language of professional American business communication using successful and standard business letters, e-mails, inner office memos, newsletters, and brochures.

**Quarter 2**

**Observation Preparation**
Emphasis is placed on learning and applying strategies for accessing resources to identify and pursue students’ fields of interest. The production of career and educational resumes, cover letters, e-mail inquiries, and the articulation of learning objectives create professional portfolios that help find a suitable observational internship position.

**Track A**

**International Business**
Students explore consumer markets and learn how international businesses use marketing strategies to gain market share and stay competitive.

**ESL Writing**
Students work to improve their grammar, academic reading, and writing skills.

**Track B**

**College Level Class**
Students choose one 5-credit hour class from a wide range subjects to support their own skills and interests. For example, Business, English, Marketing, Photography, Interior Design, etc.

**Approved 5-Credit Business Course**
Examples: Accounting, Business related, Computer related, Digital Media Arts, Information Technology, Interior Design, Marketing Management, Technical Support, Translation & Interpretation, etc.

**Academic Classes**
Students can choose three to eight credit hours of college level classes to support their individual skills and goals.
Through the IBP Program I had realistic. I can see what I want to do industry. My career became more point to get into the translation "The IBP Program is the starting area of interest.

These skills in a U.S. observational professions and directly apply edge in international business

The IBP Program is designed to give

- Business training for today's job
- Small group instruction
- One-on-one advising and mentoring
- Supportive network of faculty, advisors, and staff
- Use of full campus resources
- Opportunity for academic study in many areas of interest

Atsuko Mori

Communication skills

Grammar, academic reading, and writing share and stay competitive.

International Business internship position.

Students explore business through Introduction to Business

Students learn business presentation

Oral Business Communication

Students study and master format, tone, style, and language of professional American office memos, newsletters, and brochures.

Business communication using successful and standard business letters, e-mails, inner

Students participate in team driven projects that develop research skills and analytical and critical thinking to

Exploring Contemporary Issues

Students produce presentations on important and research skills

PLACEMENT

Students are closely mentored through their observation period through team supported problem solving, field specific terminology, and class blogging workplace journals. Students showcase their skills and experience through presentations about their observation companies and organizations.

IBP and ESL Courses

Students take two ESL classes focused on writing and a class of their choice (Speaking/listening, TOEFL Preparation, Pronunciation, etc.), and another IBP class centered on academic and vocational interests.

 TRACK A

Students are chosen by students after IBP Advising Meetings, one-on-one advising appointments, and a student's individual research. There are many college level class subjects to choose. Bellevue College class descriptions are online at http://www.bellevuecollege.edu/classes/all.

 TRACK B

Each student obtains practical experience in an American business through an unpaid, ten week observation period. Placements are made according to the students' training, prior work experience, interests, English proficiency, and career goals. Mentorship, communication, and support is maintained throughout their placement with faculty advisors.

The IBP Program Gives You:

✓ A 220 hour observational internship in an English speaking environment
✓ A Certificate award document
✓ An official transcript statement showing "IBP Program Completion" with all classes and grades
✓ Professional contacts for future networking and career opportunities
✓ Greatly improved confidence and skill to speak English

"Each year it’s truly exciting to see the transformation of our students into confident, dynamic, and skilled professionals prepared to succeed in the international workplace."

Cynthia Weintraub
Lead Faculty, IBP

Resources:

Bellevue College supports international students with:

- Tutoring
- Many student clubs and fun activities on and off campus
- Interesting non-credit classes
- Discounted bus passes
The IBP Program @ Bellevue College

Students can draw from a growing and active network of prominent businesses or seek our dynamic new companies for observation placement. The IBP Program has been a successful experience for students since 1989. This success comes from Bellevue College’s high quality teaching and curriculum focused on English Language proficiency as it relates to real world business skills and applications. Also, the surrounding Seattle region in Washington State offers a wealth of opportunities as well as fun and exciting activities on and off the campus.

Observation Sites

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- Seattle Symphony
- The Mariners
- And many more

"The IBP students have been exceptional. Without exception, they have come in ready to work hard, eager to learn and be very mature in how they fit into our professional work environment. We encourage them to take training and it has been nice to see how quickly they have learned about our company, our culture and our approach to customer service."

Morgan Wilson, Manager - Global Training Technology & Support Expeditors

"The IBP Program really taught me independent learning. I now know how to research different business industries to find out information that benefits my future."

Misayo Araki
IBP Student

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