

## **Graduate Internship Program**

The Media Arts Graduate Internship is a 2 unit requirement available only to Media Arts graduate students in good standing.

The Media Arts Graduate Internship consists of two one-unit courses.  
M AR 503 and M AR 593.

**M AR 503, Professional Practices (1 unit). Professional expectations of the media industries; internship search strategies; resume, cover letter and interview preparation.  
Grades: A B C D E I W**

**M AR 593, Internship (1 unit). Specialized work, consisting of individual training and practices in actual service in a media industry organization.  
Grades: S/P C D E I W**

### **The steps to Media Arts Graduate Internship credit are:**

#### **Before the Internship:**

1. Discuss the internship goals with faculty advisor.
2. Complete M AR 503.
3. Obtain an internship job description, on company letterhead, and submit it for the approval of the Media Arts Director of Internships.
4. Complete and submit the required documents: Graduate Internship Application of Risk and Release Form and Graduate Internship Contract (These forms are online).

#### **During the Internship:**

1. Enroll in M AR 593 during the term of the internship.
2. Maintain internship journal and report regularly via email to the Media Arts of Internships.

#### **After the Internship:**

Submit to the Media Arts Director of Internships:

1. Update resume that includes the internship;
2. Grade report from the internship supervisor;
3. Letter of evaluation from the internship supervisor.