

School of Media Arts

Internship Application and Agreement

Name: _____ Date: _____

SID: _____ Phone: _____

Email: _____

For each hour of academic credit, the student must complete a minimum of 45 hours of supervised work in an approved professional media arts setting.

Number of credit hours desired: _____ Term: _____

Internship Supervisor: _____

Title: _____

Phone or email: _____

Organization: _____

Location: _____

Internship Description:	yes	no
Advanced Standing in Media Arts:	yes	no
GPA minimum of 2.5 overall	yes	no
Professional Practices (M AR 303) completed:	yes	no

I understand that I must satisfy the following requirements to receive academic credit for an internship in Media Arts:

1. Secure an Internship Contract with the Internship Supervisor.
2. After the completed contract is submitted, register for M AR 493 Internship (1-6 credit hours), during the academic term of the contract.
3. Satisfy the requirements of the M AR 493 Internship course. See Media Arts Internship Program website for more information.
4. Complete 45 internship hours assigned by the Internship Supervisor for each credit hour contracted.
5. Submit reports about internship activities to the M AR 493 d2l website.
6. Within two weeks after completion of the internship (as dated by the internship contract), submit to the Media Arts Director of Internships: updated eportfolio that includes up-to-date resume; grade report and letter of evaluation prepared by the Internship Supervisor.
7. Evaluate the internship experience, on the d2l website.

Applicant: _____
Student Signature Date

Approved by: _____
Media Arts Director of Internships Date