

Internship Application

Section I

ELIGIBILITY

To be eligible for an internship in the Department of Mass Communication, the College of Humanities and Social Sciences requires that you meet the following requirements.

Place a check next to qualified item.

_____ Completed 72 hours of coursework.

_____ Completed a minimum of 18 hours in MCM.

_____ Declared MCM as your academic major.

_____ Have an overall GPA meeting or exceeding 2.5.

_____ Have a GPA that meets or exceeds 2.75 in your major and minor.

_____ Have a grade of 'B' or better in ENG 164, 165 and any technical writing courses.

If you do not meet these **minimum requirements**, you are not eligible for an internship. If you do meet these requirements, complete the following sections.

Section II

PERSONAL DATA

Planned dates of the internship: _____ to _____

Name: _____ Social Security No. _____

Major: _____ Minor: _____

Address: _____ City _____ State _____ Zip _____

Telephone: _____ email _____

INTERNSHIP SEMESTER AND YEAR REQUESTED

Spring _____ Summer _____ Fall _____

CLASS STANDING AND GRADUATION DATE

Class Standing: _____ Date of Graduation: _____

CREDIT HOURS AND GRADE POINT AVERAGE

Overall GPA (SHSU only): _____

GPA in major (SHSU only): _____

Credit hours completed at SHSU: _____

Credit hours in progress: _____

Credit hours transferred: _____

TOTAL CREDIT HOURS: _____

COMMUNICATION COURSE COMPLETION

- A. List Mass Communication courses completed prior to the current semester.
(Attach extra sheet if needed)

Course #	Instructor	Grade Received	University/College

- B. List all Mass Communication courses in which you are currently enrolled.

Course #	Instructor

PREVIOUS WORK EXPERIENCE (summarize dates, employer, position)

DEPARTMENTAL INVOLVEMENT (Houstonian, Ad Sales, PR Practicum, TABS, NBS, 3MG, Newscast, Radio Station, etc.)

CAMPUS ACTIVITIES

INTERNSHIP PREFERENCE

- Advertising
 Photojournalism
 Media Management
 Broadcast
 News
 Media Sales
 Print Media, Magazine
 Print Media, Newspaper
 Public Relations
 Other _____

Section IIIREFERENCES

List two members of the faculty of the department of Mass Communication who are familiar with your class work.

Name: _____

Phone: _____

Email: _____

Name: _____

Phone: _____

Email: _____

Section IVATTACH TO THIS APPLICATION:

(Check off as attached; some material may have to be requested from the prospective internship sponsor/provider).

_____ Copy of your Transcript

_____ Copy of your Resume

_____ Internship job description outlining the duties and responsibilities of the intern in detail that allows the Internship Coordinator to evaluate the appropriateness of the internship. (See Internship Employer for details)

_____ A description of the professional job experience you hope to gain through this internship.

_____ All contact information needed to reach the business including the sponsor of the internship program including the **MCM Internship Employer Form**.

_____ Minimum GPA required by the internship provider.

_____ List of specific skills required for the internship including relevant coursework.

_____ Other qualifications such as physical requirements.

All information contained in this application is true and accurate to the best of my knowledge.

Applicant signature _____ Date _____

**Please return to: Internship Coordinator • SHSU Mass Communication
Box 2207, Huntsville, TX 77341 • (936) 294-1341
FAX: (936) 294-1888**