



Department of Journalism

College of Liberal Arts and Sciences
365 Fairfield Way, Unit 1129
Storrs, CT 06269-1129

FIELD INTERNSHIP APPLICATION

NAME: _____

Seeking internship for:

- Fall semester
- Spring semester
- Summer semester

Seeking internship in:

- Print/Digital
- Broadcast
- Other

1) Please give the attached recommendation form to a faculty member who knows your work. The faculty member will return the form to your instructor. Allow at least a week for this.

2) Please complete this form and attach the following:

*A copy of your transcript. (Unofficial is fine.)

*A letter of a page or more stating what kind of experience you're seeking, whether you have related experience and why you're interested in an internship now.

APPLICATION DEADLINES

Internship applications are due by the end of the fifth week of the semester if you need help finding a workplace. Students who have a workplace in mind or have been accepted into an internship program should contact Julie Serkosky for print/digital or Steve Kalb for broadcast via email as soon as possible.

All applications must be submitted at least two weeks before the end of the semester prior to the internship. (Two weeks before the end of the fall semester for spring internships; two weeks before the end of the spring semester for summer/fall.)

After your application has been reviewed, you will be asked to schedule an appointment with the internship coordinator for an interview and, if accepted into the program, will sign a learning agreement that you also must submit for your workplace supervisor's signature.



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Peoplesoft No.: _____

Local address: _____

Phone number(s): _____

Email address: _____

Permanent address: _____

Major(s): _____

Semester standing: _____

Have you had any related experience?

No

Yes

Do you have a particular internship site in mind?

No

Yes



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Which journalism courses have you completed?

Prerequisites for this course:

- Newswriting I Newswriting II
- Ethics

Suggested additional preparation for copy editing internships:

- Copy Editing I

Suggested additional preparation for broadcast internships:

- Newswriting for Radio and Television

Other journalism courses:

What are your career plans?

Journalism Department Faculty Internship Recommendation

FACULTY: PLEASE RETURN TO JULIE SERKOSKY/PRINT & DIGITAL OR STEVE KALB/BROADCAST

Student _____

Faculty member _____

Please check the applicable boxes:

- Student is my advisee
- I have had the student in class

I am familiar with the student's:


- Writing
- Copy editing
- Computer skills
- Design skills

How would you rate the skills with which you are familiar?

Has the student been dependable about handing in assignments, attending class, keeping appointments?

- Yes
- No
- Somewhat
- Not enough experience to judge

On a scale of 1-10, how confident are you that this student is ready for an internship?

Definitely not ready  Definitely ready

1 2 3 4 5 6 7 8 9 10

Additional comments (not required): _____

Signature: _____ Date: _____