

**Internship Application RU School of Communication**             Comm        MSTD

Name: \_\_\_\_\_

Local Address: \_\_\_\_\_

Local Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_@radford.edu

Your COMS Adviser \_\_\_\_\_

Proposed Internship is in:

       Advertising           Comm Studies           Journalism           Media Production  
       Public Relations           Web Design    Other (please specify) \_\_\_\_\_

Number of Credit Hours you plan to register for in COMS 499 \_\_\_\_\_ (3 credits required for PR & Advertising (or ADV interns take Campaigns 2<sup>nd</sup> time); possible to earn 1-6 credits)

**You should work 40 hours on the job for EACH credit hour that you earn; most standard internships are 3 credits, but you may register for and earn up to 6 credits total in COMS 499.**

University GPA \_\_\_\_\_ School of Comm GPA \_\_\_\_\_

Accumulated College Credit (# of Hours)--include current enrollment; how many hours will you have completed when you begin working in your internship? \_\_\_\_\_

**FOR COMM APPLICANTS:**

Have you taken and passed Intro.to PR ?           yes           no           currently enrolled

Have you taken and passed Writing for PR ?           yes           no           currently enrolled

**FOR MSTD APPLICANTS:**

Have you taken and passed Intro to Comm? (MSTD 130)        yes           no           currently enrolled  
\*\*THIS WAS FORMERLY KNOWN AS MSTD 104 (INTRO)

Please check the courses listed below that you have taken (and passed) OR are currently enrolled). ONE of the following will count for prerequisite:

       Basic News Writing           Advertising Copywriting           Script Writing

Names of faculty from RU School of Comm who will likely give you a strong recommendation for internship work:  
\_\_\_\_\_

I certify that the above information is correct and that if I become enrolled in COMS 499 without meeting the catalog requirements or professor waiver of prerequisites that I am subject to charges of academic misconduct and/or a grade of F in Internship Class.

\_\_\_\_\_  
student signature & date

\_\_\_\_\_  
Student i.d. number

**THIS APPLICATION WILL NOT BE ACCEPTED UNTIL YOU STAPLE A COPY OF YOUR DEGREE AUDIT TO IT AND HIGHLIGHT YOUR COMS AND WRITING COURSES. IT WILL BE KEPT ON FILE AND YOU WILL NOT RECEIVE A CONFIRMATION OF APPROVAL; IF YOU MEET THE CATALOG REQUIREMENTS TO INTERN, YOU SHOULD ACTIVELY PURSUE SECURING AN INTERNSHIP. CONFIRMATION OF REGISTRATION WILL OCCUR WHEN YOUR PROPOSAL AND CONTRACT (WITH BOSS' SIGNATURE) IS APPROVED.**