

---

# SUMMER 2020 FOR-CREDIT INTERNSHIP APPLICATION (COMM 495)

---

## Penn State's Donald P. Bellisario College of Communications

Submit this internship application after you have familiarized yourself with internship opportunities and the procedures for taking an internship for credit. For a complete list of procedures, go to: <http://bellisario.psu.edu/career-services-and-internships/internships> and click PowerPoint Presentation, or attend one of the Bellisario College's internship information sessions. Return this completed form and your RESUME to rpm163@psu.edu.

Once you have familiarized yourself with the requirements for taking an internship for-credit, you may schedule COMM 495 on your own by going on LionPath or request our office schedule you by calling 814-865-4349. **Note: Do not schedule COMM 495 unless you have secured an internship and you are certain you want to receive academic credit for your internship experience. \*\*\*Students are billed per-credit if not a full-time student during the semester or summer of the internship experience.\*\*\* Like any other course, you may only drop the course without financial penalty during the typical drop/add period at the beginning of each semester or summer.**

It is your responsibility to pursue internship locations, get offers, and accept an internship. Transportation, housing (if needed), and insurance are your responsibility. Please initial below stating you understand the responsibilities associated with an internship for-credit, and that you have read the PowerPoint presentation online or attended one of the internship information sessions.

Student Initials: \_\_\_\_\_ PSU ID# \_\_\_\_\_

Date Submitted \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Name \_\_\_\_\_

Penn State Address \_\_\_\_\_ Home Phone \_\_\_\_\_

\_\_\_\_\_ Email Address \_\_\_\_\_

Home Address \_\_\_\_\_ On-site Internship YES/NO  
circle one

\_\_\_\_\_ Virtual Internship YES/NO  
circle one

List your top 3 internship company choices in order of preference. List only one internship if you are certain it is the location you wish to accept. Listing these 3 company choices helps our office understand your interests. This information has no bearing on where you get offers and where you accept an internship (*we must approve the internship you are taking for credit*).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please circle the number of credits desired for this internship. (Max. of 3) 1    2    3  
(1 credit = 67 hours, 2 credits = 134 hours, 3 credits = 201 hours)

Semester internship desired \_\_\_\_\_

Present semester standing \_\_\_\_\_ Semester standing during internship \_\_\_\_\_

Major(s) \_\_\_\_\_

Cumulative GPA \_\_\_\_\_

List courses with grades taken in major (COMM courses only — Ex: COMM 320 A-):

\_\_\_\_\_  
\_\_\_\_\_

List courses currently being taken in major and instructor's name:

\_\_\_\_\_  
\_\_\_\_\_

Prepare and attach a **resume**. It should reflect extra-curricular activities and work experience as they relate to your internship interest.

Please attach a **5-sentence statement (TYPED)** discussing why you desire an internship, what you hope to get from an internship, and your career aspirations. This Question Must Be Answered In Order To Be Approved To Take An Internship For-Credit.

Reminder: **IF OFFERED AN INTERNSHIP**, and before you say the words, **"I ACCEPT THIS INTERNSHIP OPPORTUNITY,"** make sure you have taken the following necessary precautions:

1. You are familiar with the expectations of your internship supervisor and what is required of you as an intern.
2. You have determined your own goals and expectations for the internship and you have made your internship supervisor aware of your goals and expectations.
3. You and your supervisor have agreed to start and end dates for your internship and hourly requirements for each week.