

BASIC REQUIREMENTS

Applicant must be a Journalism and Mass Media major or minor, have junior class standing (58 credits minimum), meet the overall 2.5 GPA graduation requirement, and complete the attached **application** form before registering for or beginning an internship.

CREDITS

A maximum of six internship credits may be used in a Journalism and Mass Media degree program. Credit hour criteria: a minimum of 45 work hours per credit, for a maximum of 3 credits per semester.

REGISTRATION

You must register for JAMM 498 for the semester or summer session in which the internship occurs. You *can not* register for an internship online; you will receive an add slip from the School of Journalism and Mass Media *after* you have submitted your application and job description. You may register for one, two or three credits per internship, depending on the number of hours you work. JAMM 498 may be repeated, but **no more than six credits** may apply to the 128 needed for graduation.

EVALUATION FORMS

Your internship supervisor must complete, sign, and return the attached mid-term and final evaluation forms to the School of Journalism and Mass Media.

Your professional intern supervisor is expected to discuss the evaluation with you before returning it to the school. **Remember, the return of the completed and signed evaluation forms to the School of Journalism and Mass Media is your responsibility. NO EVALUATIONS = NO CREDITS!!**

FINAL REPORT

You must also *submit a final written report* the last week of the semester in which you are doing your internship. This report must be typed, double-spaced, no longer than three pages, and address the following points:

A. The quality of the internship experience

- What did you learn?
- In which areas do you still need to improve your knowledge and skills?
- If you could do it over, what would you do differently?
- Was the experience worth the effort? Would you recommend it to others?

B. The quality of the organization and supervision

- Was this a good organization for which to work?
- Were your fellow workers and supervisor competent and professional?
- Would you encourage others to work or to intern there?
- If the organization offered you a job, would you take it? Why? Why not?

C. The quality of your pre-internship preparation

- Were you academically and professionally prepared to meet your work requirements?
- Which college courses were particularly helpful during the internship?
- Which courses or experiences do you wish you had completed before your internship?

FINAL GRADE

*Internships are graded on a pass/fail basis only. **Your failure to submit the completed mid-term and final evaluation forms, and a final written report by the end of the term in which you are enrolled, may result in a failing grade.***

QUESTIONS/CONCERNS/PROBLEMS

Contact the JAMM office at jamm@uidaho.edu 208-885-6458.