

**University of Massachusetts/Amherst
Department of Communication**

INTERNSHIP PROGRAM DESCRIPTION

Internships offer supervised off-campus training and work experience in various career fields. In the past, Communication majors have interned in various government, non-profit, education, and business organizations, including traditional media-oriented positions in advertising, public relations, television, film newspapers, and magazines. Internships are a way to explore career options, gain work experience, and make contacts that can lead—particularly in the case of full-time, semester-long internships during senior year—to jobs after graduation.

It is possible to do an internship (UMass 298Y: Practicum) during the Fall, Spring, Winter (January), or Summer sessions. The credits you can earn range from as few as 1 to as many as 18, depending on the number of hours per week you put into the internship. (One credit for every 40 hours of work is typical.) These credits are graded as **Pass/Fail only** and **do not fulfill any departmental requirements**. They are treated as elective credits only. Only 15 credits of practica (courses ending in -98) can be applied toward graduation. To be eligible for an internship, you must have completed at least 45 credits and hold a minimum GPA of 2.0.

Application Procedure

1. Attend one of the “Welcome to Field Experience” meetings, which are usually held 3 to 4 times a week at Career Services (511 Goodell). You can find out the days and times of these meetings by calling the Field Experience office at 545-6265 or 545-6267. After you attend this meeting, you will have access to a database listing thousands of internships and co-ops. Pick up an “Application for Field Experience” form and an “Academic Contract” form from the Field Experience Office.
2. Find a professor willing to sponsor you for the internship. (This is the responsibility of the student, not the department.) You and your sponsoring professor will decide on the nature of the project that you will eventually submit. The project usually takes the form of a paper (based on a journal the student keeps “on the job”) that summarizes the internship experiences, evaluates them, and relates them to one or more courses that the student has already taken or will take immediately after the internship (the “pre-course” and “post-course” suggested on the Academic Contract).
3. After your sponsoring professor signs the Academic Contract, return it to the Field Experience Office in Career Services for their office to complete the registration process. During Summer or Winter (January) Sessions, you pay for the credits through Continuing Education.