

Effective for Spring, 2013

**Internship Application**  
Northeastern Illinois University  
Department of Communication, Media and Theatre  
[www.neiu.edu/cmt](http://www.neiu.edu/cmt)

**Application Deadlines: (Check the Semester You Wish to Apply)**

Fall: \_\_\_\_\_ (September 1<sup>st</sup>)      Spring \_\_\_\_\_ (December 1<sup>st</sup>)

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

In order to be eligible for internship course credit, you must be a **junior or senior** with a cumulative GPA of 3.0 or above and a CMT GPA of 3.0 or above. You must have **TWO 300-level CMT courses graded (with an A or B) by the first day of your internship** and a **third 300-level course graded or in progress** (excluding your internship courses). To earn 3 internship course credit hours, you must work 10 hours each week at your internship (or 150 hours for the semester).

300-level CMT Courses Taken:	Grade (A, B, or In Progress)
1. _____	_____
2. _____	_____
3. _____	_____

Cumulative GPA: \_\_\_\_\_ CMT GPA: \_\_\_\_\_

Academic Advisor Signature: \_\_\_\_\_

Internship Advisor Signature: \_\_\_\_\_ (May be the same as your academic advisor)

Department Chair Signature: \_\_\_\_\_

In addition to this application, please submit the following materials to your internship advisor:

- Current Resume
- Statement of Purpose where you answer the following questions:
  1. In one to two paragraphs, explain your interest in this internship, how your particular skills are applicable to this position, and how this internship will help you to meet your career goals.
  2. In one paragraph, identify and describe the company/organization for which you plan to intern. Include the location and contact information.
  3. What specific responsibilities and tasks will be required of you? (You may attach a description of the position provided by the company, if applicable.)
- Sample of student's work that demonstrates the ability to be successful at this internship (e.g. class paper, article, video, etc.)

Notes: Receiving course credit for internships is competitive and not guaranteed—it is contingent upon your GPA, previous coursework, how well you articulate the purpose of/desire for an internship, and how relevant the internship is to the CMT curriculum. You cannot already be a paid employee at the site you plan to intern. Your internship site can be rejected if it is not deemed appropriate.