

**DEPARTMENT OF JOURNALISM + MEDIA
INTERNSHIP PROGRAM RULES & REGULATIONS**

Rules for internships Following the Recommendations of the Faculty in the FIU Department of Journalism + Media

1. Internship courses are offered only as electives and do not replace courses required for graduation.
2. All internship courses are coordinated by a full-time faculty member in the Department.
3. The firms providing the internships work with the coordinating faculty member to determine which tasks the interns are working on.
4. All students participating in an internship are required to register into the internship course, even when taking a zero-credit internship.
5. Internships must be a minimum of 15-20 hours.
6. Intern supervisor is required to provide an end-of-semester student intern evaluation and explanation of the projects they worked on; student interns are required to provide an end-of-semester internship evaluation of their experience.
7. Students taking the internship course are required to keep a weekly journal of their internship experiences that is accessible to the coordinator.

I have read and understood the rules and regulations governing my participation in a Journalism + Media internship program.

Student	Print Name: _____
	Signature: _____
	Date: _____
	Email: _____

Supervisor	Print Name: _____
	Signature: _____
	Date: _____
	Email: _____

Submit completed form via email to judith.villiers@fiu.edu or in person at AC2 Room 320.