

**Why should I participate in the internship program?** Students can receive academic credit for a variety of internship experiences. Internships are critical components in a well-rounded academic study of communication. In addition to providing opportunities to apply concepts and theories outside of the classroom, internships can also provide valuable opportunities to enhance a student's marketability in the professional world. Students from universities across the country are participating in multiple internship opportunities during their academic career in order to make themselves more attractive as job candidates. Students who want to be successful in the competitive job market should view internships as a critical part of their education.

**Do I have to be paid for an internship?** Internships can be for pay or performed as a volunteer. Students should decide what objectives they want to pursue when deciding to explore internship options. Are you interested in exploring a new area of interest? Are you interested in gaining particular skills for your resume? Is networking a prime goal? Consider some of these questions before actively seeking an internship. Most internship opportunities are unadvertised and students have taken the initiative to reach out to intern hosts and devised their own unique internship experiences. Don't avoid internships that don't pay. Sometimes they offer the best opportunities.

**How can I find or create an internship?** In addition to the internship opportunities that are posted on the School of Communication web pages, other university offices offer resources in finding internships. The OSU Arts and Sciences Career Services office in Townsend Hall provides multiple resources for students in preparing resumes and learning about additional opportunities. Web pages of various professional groups such as the Public Relations Society of America and the American Society of Newspaper Editors often provide postings of available internships.

Because of the university's location in the state capital, there are countless options to explore for internships. State and local government can be excellent placements for students interested in observing or learning about public affairs. Numerous professional organizations and trade groups are located here, as well. Hundreds of nonprofits in Columbus regularly welcome the contributions that Ohio State students can provide. Dozens of area media outlets, healthcare establishments and strategic communication firms are internship possibilities for our students. And because Ohio State is involved in dynamic work and research in every conceivable area, our own departments and organizations provide rich opportunities for our students interested in pursuing communication internships.

**How do I get credit for my internship?** COMM 683 is our internship course number. Students generally receive up to five hours a quarter for internship experiences. To receive five hours of credit, a student should generally spend about 150 hours during the quarter on the internship. Students can seek fewer hours of credit based on the schedules and objectives developed with the internship host. In addition to the experience in a real

world setting, students are also expected to produce an interim and final report outlining their various learning experiences as well as complete an assessment form at the end of the internship. A time sheet and a feedback form from the internship host/employer are also required. Everyone's internship experience is unique, and the internship coordinator can provide coaching and suggestions on how to maximize your opportunities and tailor your academic reports to best reflect individual interests.

An Agreement form must be completed in advance of enrollment in COMM 683. Agreement forms are available from the Internship Coordinator and in the Advising Office in Derby 3033. An internship host or supervisor must sign the Agreement form and the arrangement must be approved by Ronda Baldwin, the Internship Coordinator, prior to formal enrollment.

Students can receive up to 15 hours of credit for COMM 683, but only 5 hours can be used for credit within the major. Students receive a grade of satisfactory or unsatisfactory. Failure to complete the required reports will result in an unsatisfactory grade. This course is facilitated mostly through the Carmen system.

**How can I get some more ideas about internships?** Communication plays a vital role in every enterprise. You may already be working or volunteering in a setting that could provide a unique internship experience. How do the communication patterns work in that setting? What interpersonal communication theories are at work? How could they be improved? Would a brochure or training for new employees be helpful? Could you produce or enhance a newsletter or web page? Is there a special event coming up? Could you devise a strategic communication plan to help increase awareness in the community or within special populations? Can you collect clippings or other portfolio materials? Start with what you know first and think about all of the possibilities for studying communication. Then start thinking about your interests.

**Who can I turn to for more information?** Please Contact:

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Office Hours: Monday-Friday, 8:00 a.m. – 4:00 p.m.