COMM 321 - Undergraduate Internship
Proposal Application

Application and proposal must be submitted PRIOR to the start of the internship!

COMM 321 application deadline dates: Summer: June 12; Fall: September 12; Winter: January 12
(If the deadline is on a weekend, applications are due the next business day no later than 5:00 p.m.)

NOTE: Students must be declared majors to apply for credit through Comm 321 or be completing the prerequisites (Comm 101 and 102) with a C or above in each course and will declare following the current term.

Name:___________________________________________________ UMID:_________________________________
Umich Email:______________________________________________ Internship Term/Year:____________________
Class Level at Time of Internship: _____Junior _____Senior Registration Term: ________________________
Major(s):____________________________________________            Comm Declaration Date:_________________

Total number of hours to be worked over course of internship:
☐ up to 80 hours = 1 credit   ☐ up to 110 hours = 2 credits   ☐ 135+ hours = 3 credits

Internship Sponsoring Organization:____________________________________________________________________
Complete Mailing Address: __________________________________________________________________________
Supervisor Name:________________________________________________Phone:____________________________
Supervisor Email:________________________________________________Website:___________________________

Notes:
• The COMM 321 Undergraduate Internship Application must include a 3-4 page proposal paper.
• Students should refer to the COMM 321 Undergraduate Internship Policies and Procedures (available on the C-tools site) for complete details.
• No proposals will be approved for work already completed.
• Internship credit cannot be used to satisfy any Communication Studies major requirements.
• Internship credits may only be used to fulfill general Bachelor’s degree credit requirements.

I have read the requirements for obtaining experiential course credit and understand that, in order to receive credit, I must submit a final paper and a letter of evaluation from my supervisor to the Department of Communication Studies Faculty Internship Advisor by the specified deadline for the term in which I am registered. I also understand that the number of credit hours I will receive is dependent upon the number of hours worked and the academic merit of the experience.

Student signature________________________________________________________  Date: ______________
Communication Studies Faculty Internship Advisor signature:__________________________ Date_______________

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