The COM 6190 Internship process is very structured. You will be provided with a complete syllabus by January but you may begin the registration process at any time.

For 3 credits, students must successfully complete an approved internship that includes a minimum of 15 hours a week of on-the-job experience for an entire semester. For 2 credits, there is a 10 hour per week requirement and for 1 credit, there is a 5 hour per week requirement.

1. Once an internship has been identified, please clear it with Dr. Piper-Aiken via email. Once it has been cleared, the student should meet with the person who will supervise the internship and have them complete and sign the Internship Approval form.

2. When the Approval Form has been signed and submitted, Dr. Piper-Aiken will process an override request for registration. You may submit the form by scanning it and emailing it to her. You may also leave it in her faculty mailbox.

3. When registering, the student should decide the number of credits needed (1-3 credits).

4. For Journalism majors, your first REQUIRED internship must be a one, 3-credit internship for the full semester.

5. Only one internship for credit per semester.

6. Prior to starting the internship, you must schedule an appointment and meet with Dr. Piper-Aiken to review course procedures and requirements.

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