HOFSTRA UNIVERSITY
Department of Journalism, Media Studies, and Public Relations
INTERNSHIP AGREEMENT FORM

Please check one:  Fall 20____  Jan. 20____  Spr. 20____  SS I 20____  SS II 20____

Name ___________________________________________________________ ID# __________________________

Please print:  Last __________ First __________ Middle __________

Current Address: _________________________________________________ E-Mail __________________________

_______________________________________________ Phone # ( ___ ) _________________________________

Permanent Address: ____________________________________________

_______________________________________________ Phone # ( ___ ) _________________________________

Major: ___________________________________________ Expected Date of Graduation: _______________________

Journal students may do a one-credit internship after completing JRNL 11 with at least a B+ and must complete JRNL 13 to do any remaining internships for credit. Public Relations majors must have completed PR 100 to do an internship. There are no exceptions to this rule.

My Academic Adviser: _____________________________________ Phone # 3-________ Campus Ext. ______

My Major GPA ______________________ My Overall GPA ______________________

2.5 Required 2.5 Required

Faculty Sponsor: ___________________________________ Phone # ( ___ ) E-Mail __________________________

Internship Employer: __________________________________________ Phone # ( ___ )

Company Name

Mailing Address __________________________________________

________________________________________________________ Type of Business __________

On-Site Internship Supervisor ___________________________ Phone # ( ___ )

Name & Title

E-Mail Address: __________________________________________

-over-
Internship Begins ______________  Internship Ends ______________  Hours per week ______________
Day/Mo/Yr  Day/Mo/Yr

Course Registration:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Dept.</th>
<th>Course</th>
<th>Section</th>
<th>Credits</th>
</tr>
</thead>
</table>

Describe the nature of your internship as follows:

Responsibilities and role:

________________________________________________________________________

Days and hours of work each week:

________________________________________________________________________

Topic of your 2,000-word term paper:

________________________________________________________________________

How faculty sponsor will evaluate your internship:

________________________________________________________________________

Signatures and Approvals:

Student Signature  Date  On-Site Internship Supervisor  Date

Faculty Sponsor  Date  Hofstra Internship Coordinator  Date