



**School of Journalism
and Mass Communication**
UNIVERSITY OF WISCONSIN-MADISON

Spring J697 Internship Registration (1 credit) Application Form – deadline: February 2, 2018

Step 1: Student/Internship Information

Name: _____

Major (s): _____ Year (*circle one*): 1st 2nd 3rd 4th 5th

Campus Address: _____

Phone Number: _____ Email: _____

ID#: _____

Internship (*circle one*): Paid / Unpaid Hourly Rate/Stipend (*If paid*): _____

Dates of Internship: _____ Hours/week: _____

Are you working at the Internship Site (*circle one*)? Y / N Online/Virtual? Y / N

Company/Organization: _____

Address: _____

Phone: _____ Company Website: _____

On-site supervisor's name/title: _____

Supervisor's Phone Number: _____ Supervisor's Email: _____

Internship Title: _____

Intern Roles and Responsibilities (*or attach position description*):

Signatures: By signing this form, you are agreeing that the information above is correct.

Student Intern: _____ Date: _____

On-site supervisor: _____ Date: _____

Step 2: Meet with Pam Garcia-Rivera (please meet with Pam during her drop-in hours and/or schedule an appointment)

Internship Type (to be completed at appointment):

News/Print _____
News/Broadcast _____
Advertising _____
Public Relations _____
Government _____

Event Planning _____
Web _____
Non-Profit _____
Social Media _____
Other _____

Pam Garcia-Rivera signature: _____ Date: _____

Step 3: Faculty/Student Academic Plan

Faculty Supervisor: _____

Faculty Supervisor Signature: _____ Date: _____

For Office Use:

Authorization to Register (circle one): Y / N

If No, Reason Why? _____

Date Student Notified: _____ Date Student Registered: _____

Re-check registration (circle one): Y / N Date: _____

Check-in Meeting Dates

First Meeting: _____ Second Meeting: _____

Staff Notes
