

## Internship Approval Form (MEDC 4950) – Media Communications (3-8 credits)

### STUDENT INFORMATION

**Student Name:**

**Student Number:**

**Degree Major/Emphasis:**

**Mobile:**

**Email:**

### INSTITUTION INFORMATION

**Organization:**

**Area of Engagement:**

**Address:**

**Site Supervisor:**

**Title/ Position:**

**Tel:**

**Email:**

### INTERNSHIP INFORMATION WVPU

**Faculty Supervisor:**

**Title/ Position:**

**Tel.:**

**Email:**

**Approved Credit Hours:**

**Term/ Year:**

**Grading: A-F**

**Duration of Internship:**

**Min. Hours Per Week:**

**From:                      to:**

**Times (if applicable):**

**Compensation (if applicable):**

**Content of Internship (tasks, project outline, responsibilities, expectations, etc.):**

**Academic Requirements:**

- Weekly update reports (milestones, project status, corporate culture, personal improvement potentials, lessons learned) sent to me via email once a week
- Final project to be determined between the student and the internship supervisor at WVPU
- Term paper – approx. 10+ pages

APPLICATION CHECKLIST	
	<b>Student has Junior Standing</b>
	<b>Student submitted updated CV</b>
	<b>Student has a minimum GPA of 3.0 (for students starting as of FA16)</b>
	<b>The information above has been provided in full</b>
SIGNATURES	
<b>Signature of Site Supervisor:</b>	<b>Date:</b>
<b>Signature of Faculty Advisor:</b>	<b>Date:</b>
<b>Signature of Department Head:</b>	<b>Date:</b>
Student's Statement of Understanding	
<p>I understand that I will be graded for this internship and evaluated with the same academic rigor as I am in any other course. Being aware that my performance at this internship will also reflect upon the University, I will strive to act in a professional manner.</p> <p>I shall use my best efforts both during and after my Internship to protect the confidential, trade secret and/or proprietary character of all confidential information for so long as it shall remain proprietary or protectable, except as may be necessary for the performance of my Internship duties.</p>	
<b>Signature of Applicant:</b>	<b>Date:</b>

Your privacy is important to us. It is our goal to be sensitive and respectful of your personal information and to adhere to all facets of the GDPR regulation. Please be aware that all personal data you provide are subject to our privacy notice which can be found at: <http://webster.ac.at/student-privacy-notice>.