Tufts University Film & Media Studies Program
Communications Internship Site Information Sheet

Date: _______________________
Name of Organization: ____________________________________________________
Street Address: ___________________________________________________________
City, State, Zip Code: _____________________________________________________
Phone number: (_____) ____________________________ Tufts Alum: Y/N
Contact Person and Title: ________________________________________________
Contact Person’s phone number: (_____) ____________________________ Fax: (_____) ____________________________
Contact Person’s e-mail: ____________________________ Web address ____________________________

Specific internships offered in the following fields (please check ONLY those for which there are specific intern positions):

- Advertising
- Book Publishing
- Children’s Media
- Event Planning
- Film/Video Production
- Graphic Design
- Journalism
- Magazines
- Marketing
- Music/Recording
- Photography
- Public Relations
- Radio
- Social Media
- Television
- Web Design

Internship offered: _____ Fall _____ Spring _____ Summer _____ All
Application deadline(s): ____________________________________________________
Time commitment, in hours per week: _______________________________________
Accessible by public transportation? Explain: ___________________________________
Are paid internships available? ______________________________________________
Stipends for travel, food, etc.? _______________________________________________
University credit required? Y/N
If Yes, will you accept “transcript notation” (also known as “career credit”) in lieu of academic credit during the summer? Y/N
To Apply, student should submit: (check all that apply)
Application _____ Resume _____ Recommendations _____
Transcript _____ Cover Letter _____ Other ______________

Additional application requirements:
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Description of internship position(s) -- Attach additional sheets as needed.
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Please email this form to John Ciampa, john.ciampa@tufts.edu, Film & Media Studies Program, Tufts University, 95 Talbot Ave., Medford, MA 02155

Questions? Contact FMS Internship Administrator Leslie Goldberg, leslie.goldberg@tufts.edu
Phone: (617) 627-2007; Fax: (617) 627-3449