

Tufts University  
Internship Site Information Sheet — Communications Internships

**Please return to Susan Eisenhauer, Communications & Media Studies Program  
Tufts University, 95 Talbot Ave., Medford, MA 02155  
Phone: (617) 627-2007; Fax: (617) 627-3449**

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Contact Person's phone number: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Contact Person's e-mail: \_\_\_\_\_ Website address \_\_\_\_\_

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

<input type="checkbox"/> Radio	<input type="checkbox"/> Music/Recording Industry	<input type="checkbox"/> Advertising
<input type="checkbox"/> Television	<input type="checkbox"/> Book Publishing	<input type="checkbox"/> Public Relations/Marketing Communications
<input type="checkbox"/> Film/Video Production	<input type="checkbox"/> Newspaper	<input type="checkbox"/> New Media/Internet/Multimedia
<input type="checkbox"/> Photography	<input type="checkbox"/> Magazine	<input type="checkbox"/> Graphic Design

Semesters in which internships are offered:

Fall       Spring       Summer       January (first 2 weeks)       All

Application deadline(s): \_\_\_\_\_

Time commitment, in hours per week: \_\_\_\_\_

Accessible by public transportation? Explain: \_\_\_\_\_

Are there paid internships offered? \_\_\_\_\_

Stipends for travel, food, etc.? \_\_\_\_\_

Are interns required to receive credit from their college/university while interning? \_\_\_\_\_

If so, do you require academic course credit? \_\_\_\_\_

Would non-academic University "transcript notation" suffice, in place of academic course credit? \_\_\_\_\_

Student should submit: (check all that apply)

Application _____	Resume _____	Recommendations _____
Transcript _____	Cover Letter _____	Other _____

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

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**If you have printed materials that describe your internship program or your organization, please attach them or mail them to us under separate cover.**