

**Arbiter Internship Form**  
*For Student Media Internships Only*

So you'd like to do an internship at The Arbiter? Great! Here are some things to know:

1. Internships are for students who already have at least one semester of experience at The Arbiter or other training in news writing and reporting. It is a largely self-directed internship, so you need to know what you're doing before you get started.
2. Before doing an internship, students take some combination of MEDIA 119, 319 and JOUR 301. MEDIA 119 is the Communication Activities class for beginning news writers. MEDIA 319 is the advanced Communication Activities class for experienced news writers. JOUR 301 is a basic class in News Reporting and Writing. If you haven't taken one of these yet, do that first.
3. It's also wise to take MEDIA 201 (Intro to Integrated Media and Strategic Communications) before doing an internship so you have a solid foundation in media studies and journalistic principles.
4. Exceptions can be made for students with other training or experience, such as a transfer student who worked at his/her college newspaper.
5. Assuming you meet these requirements, you need to figure out what your job will be BEFORE you can sign up for an internship. Meet with an editor and find out what you will do.
6. Fill out the information below. Bring the completed form with signatures to Carissa Wolf, Editorial Adviser. You will need her signature as well.
7. Complete the BSU internship form located at <http://career.boisestate.edu/students/internships/>
8. Get the appropriate signatures for the BSU internship form and turn in to the registrar's office.
9. Complete an orientation meeting.
10. See your onsite internship supervisor for requirements and review. Have fun and do a great job!
11. If you have questions, contact Carissa Wolf. Email: [carissawolf@boisestate.edu](mailto:carissawolf@boisestate.edu).

Name:

Student ID:

Academic Department:

Credits (1-3):

Grade (Pass/Fail):

Here is what I propose to do in my internship:

Approved by:

Section Editor:

Managing Editor:

Editor-in-Chief:

Editorial Adviser: