



## STUDIES PROGRAMS 2012 - APPLICATION PACKET INFORMATION AND CHECKLIST

The College of Mass Communication and Media Arts is proud to offer students the opportunity to participate in **summer internships** through the Studies Programs in **Hollywood, Chicago, New York City, Nashville, and Washington, D.C.** Admission to the Studies Programs is selective. Students interested in being considered for admission must return all required application materials to: the **MCMA Dean's Office, Communications Building, Room 1012**, on or before **Friday, January 27, 2012, at 4:00 p.m.** The program documents and required forms will be available at [www.mcma.siu.edu/internships](http://www.mcma.siu.edu/internships) by December 3, 2011.

To be considered, students must submit the following materials:

- 1. Application Form:** Complete form as indicated. Be sure to attach the required writing exercise.
- 2. Resume:** Submit a one-page resume. Your resume is very important. It will be utilized to accept or reject your application into the program, and if you are accepted, it will be given to prospective internship sites. Students applying to the Studies Programs are required to attend one of MCMA's resume workshops before the application deadline.
- 3. Two Reference Forms:** Attach a minimum of two (maximum of three) reference forms, at least one of which should be from a faculty member from Radio-Television, Cinema & Photography, Journalism. The completed reference forms are not for your review. The forms are to be given to faculty members, employers, or persons of your choosing. The person referring you should complete the form, place it in a sealed envelope, and return it to you for submission with your application.
- 4. Participant Agreement Form:** Read the agreement and return the Participant Agreement Form. Keep the remainder of the Participant Agreement for your personal records.

5. **Networking Contract Form:** Read the contract and submit a signed copy of the Networking Contract. Keep a copy of the Networking Contract for your personal records.
6. **Portfolio:** All students applying to the Studies Programs must submit samples of their work. Students' portfolios can be included as a link listed on their resumes or submitted on CD with their application materials.
7. **Unofficial transcript from SalukiNet.**
- \*8. **Copy Of Driver's License:** Students planning to drive while participating in the Studies Programs must submit a copy of their driver's licenses with their application materials. All students in Hollywood Studies must complete this requirement since having a car (their own or a rental) is required in that program.
- \*9. **Letter Of Explanation Regarding GPA:** Students who do not satisfy the minimum GPA requirement of 2.75 in their majors must write a letter of explanation and include this with their application materials.

All of the required components of this application packet must be submitted to the **MCMA Dean's Office, Communications Building, Room 1012**, on or before **Friday, January 27, 2012, at 4:00 p.m.** **Incomplete or late applications will not be considered.** When you turn in your application materials, you will sign up for an interview time slot. **All applicants must undergo a brief** (fifteen minute maximum) **interview** before members of the Studies Program Committee and the GUIDES **during the first week of February.** Professional dress is required for the interview. All applications are subject to final approval by the Studies Program Committee. Decisions made by the Studies Programs Committee are final and not subject to review.

If you have any questions regarding the Studies Programs, contact Krissi Geary-Boehm at [kgeary@siu.edu](mailto:kgeary@siu.edu).