

**OHIO UNIVERSITY**  
**SCHOOL OF COMMUNICATION STUDIES**  
**COMS 497 GUIDELINES**

For students to apply the theory of the classroom to the practical world of the workplace, the School of Communication Studies supports a carefully supervised internship program. During the academic year, about 30 majors serve as student interns in a wide variety of occupational settings. Many of these internships are identified and developed by the students. The period of the internship is usually 10 weeks, and 1 to 15 credits may be earned. To qualify for an internship, a student must be a major in Communication Studies and satisfy a series of school requirements; as a result, internships for academic credit are usually scheduled during the junior or senior year.

For more information regarding this program and its prerequisites, contact the Internship Coordinator, Ms. Jennifer Dunn at [Jennifer.C.Dunn.1@ohio.edu](mailto:Jennifer.C.Dunn.1@ohio.edu) or see her in Lasher Hall 10.

A. Students admitted to COMS as of Fall 2003 must meet the following requirements to receive academic credit for a COMS 497 internship:

1. Be an approved major in the School;
2. Have a cumulative grade point average of 3.00 or higher;
3. Have completed 90 undergraduate credit hours;
4. Have completed the following COMS Core courses with a grade of “C” or better: 110, 205, 206, 215, 235;
5. Have completed the two theory courses in his/her concentration;
6. Have completed the research methods course requirement;
7. Have an internship proposal approved by:
  - a. The Internship Coordinator and
  - b. The Internship Sponsor; and,
8. Submit:
  - a. An Internship Sponsor’s form and
  - b. A written internship report.

B. Students seeking internship credit must register for the credit the quarter during which the internship is undertaken. This means that a student completing an internship for 497 credit in the summer must register for the summer session. Internship credit is not available for either Winter Intersession or internships completed before requesting credit.

C. The number of credit hours a student may receive for the internship and the length of the academic paper are calculated as follows:

Credit hours: 1 credit for every 20 hours on-site.

Paper length: 3-4 pages for every credit hour, i.e., 15 credits means 45-60 pages.

D. All 497 internship experiences are graded Credit/No Credit.