

## ***Procedure for Earning Internship Credit in COMM***

1. Determine if you are eligible:

- |   |     |    |
|---|-----|----|
| A. Are you a COMM or TCMS major?  | Yes | No |
| A1. If yes, have you been a major for two semesters<br>OR do you have at least 12 hours of COMM<br>Credit OR TCMS major credit? | Yes | No |
| A2. If no, are you a COMM minor with at least<br>12 hours of COMM credit?   | Yes | No |
| B. Do you have a minimum 2.5 GPR overall  | Yes | No |


***If you have a “yes” to A and a “yes” to A1 and a “yes” to B***

***OR***

***“yes” to A2 and a “yes” to B,***

***then proceed to the checklist.***

2. Complete the checklist

- Review the internship application posted online on the COMM website or on elearning.tamu.edu “Advising for COMM/TCMS”
- Obtain an internship
- Complete the internship application, sign it and have your employer sign it.
- Attach a current resume to the internship application
-  E-mail Mrs. Street [n-street@tamu.edu](mailto:n-street@tamu.edu) to arrange an **internship enrollment conference**. Do not schedule this conference until you have all four items checked. You will not be enrolled in credit prior to this conference.

Please note that you are welcome to come in during Mrs. Street’s office hours to talk about internships, ask questions, etc. but that these meetings **do not** constitute an **internship enrollment conference**.