

## **RTV2940 –TV INTERNSHIP**

**Instructor:** Jay Sandhouse  
**Office:** 2235  
**Office Hours:** See door schedule.  
**Phone:** 954-612-5685

### **Description**

The School Of Entertainment & Design Technology offers its second-year Radio & Television Production students an Internship Program that places them with qualifying companies and organizations for a semester or longer if needed.

Students must have a 2.0 G.P.A., completed RTV1241C, RTV1242C, FIL2552C and enroll in RTV2940 for 3 elective credits that count towards the A. S. in Radio & Television Production Technology Degree. Upon departmental approval, they are placed in industry positions for on-the-job training. Interns do not receive monetary remuneration while on the program.

Companies and organizations involved in Radio & Television Production (including TV commercials, industrials and documentaries) may request the assignment of an intern by completing and submitting an Internship Request Form at least two weeks before the internship is to begin. Upon receipt of the completed form, the College will make every effort to find a qualified and compatible intern, but no guarantee is made that one will be found since enrollment tends to vary.

The companies and organizations should interview prospective interns prior to beginning the program in order to determine their potential and ability to perform their assignments. Then they must report their acceptance to the instructor of the internship course prior to beginning the internship.

Work schedules may be flexible and are to be arranged by the participating company or organization with the students' consent. The students should work an average of 15 hours a week (or more during the summer), up to a minimum of 240 hours, but never to exceed a total of 320 hours.

The intern is responsible for submitting weekly internship reports to the instructor of the course. The participating company or organization is responsible for keeping accurate records of the hours and dates worked by the intern, report periodically to the instructor of the course as to the intern's progress and submit an internship evaluation letter on official letterhead upon completion of the program. The instructor then grades the student accordingly.