

What Students need to know about Internship process.

10 Step Process to Internship.

1. Pass the required classes

CM 152 Mission of the Church

CM 203 CCL

CM 400 Internship Class

80% of classes within major

2. Communicate with DR Sutton, your internship progress

3. Complete the Pre-Internship Report

4. Check Student Status

- Accounting Office – bill paid?

- Registrar's Office – Intent to Graduate form; checksheet; GPA min

5. Select Field mentor/internship site

6. Complete the online internship information form and part one

7. Meet with your Field mentor

- Discuss part three of the learning covenant

8. Meet with your faculty mentor

- Discuss part two of the learning covenant

9. Provide proof of health insurance

10. Final learning covenant processing