GENERAL INFORMATION FOR STUDENTS

• What is the internship in English?
The internship is an opportunity for English majors pursuing careers in writing, research, or editing to spend a designated time (usually a semester) working in a business, foundation, or government agency. Students will do supervised work at the job site and meet periodically with the Dr. Malinda Snow, internship director in the department.

• How can I find out about possible internship opportunities?
The internship director can suggest possible sites for internships. Contact Dr. Snow at (404) 413-5862. You may also investigate possible internship sites on your own and bring a proposal to the director.

• Who is eligible to register for an internship?
Students should have completed their core curriculum coursework and have at least three upper-division English courses, with an overall GPA of at least 3.0. In addition, they must have their internship proposals approved by Dr. Snow before registering for English 4500.

• Are there any prerequisites for the internship?
No specific course is a prerequisite, but students seeking to register should have successfully completed a relevant writing course, such as ENGL 3130, 3150, or 4110. An editing course or a grammar course may also prove useful.

• What should I do if I want to sign up?
First, find out about internship opportunities. Think of your long-term plans, talk informally with your instructors, with the internship director, and with possible mentors at sites offering internships. Then, once you have located a site where you wish to work and have applied successfully to the person at that site who approves interns, sit down with whoever will be your supervisor there and fill out the English Department’s proposal form for English 4500. Bring or send the completed, signed form to Dr. Snow for approval. Once Dr. Snow has approved your proposal, Heather Russel will assist you in registering.

• How is the student intern graded?
The internship director, Dr. Snow, assigns the grade. Student interns will meet with the director from time to time during the semester and will present a final report that includes a journal and a portfolio of work produced during the internship. The internship director may discuss the student’s work with the on-site supervisor, and that supervisor will write a letter to the director evaluating the intern’s performance.

- When should I apply?

You will need plenty of time to explore possible sites, talk with various people, and fill out the paperwork. Allow one full semester in advance of the semester you plan to hold the internship.

- Will I be paid as an intern?

Most internships are not paid jobs. The intern’s employer offers an opportunity to learn certain skills, in exchange for the work performed under supervision.