



# INTERNSHIP APPLICATION

## CBS RADIO BOSTON INTERNSHIP PROGRAM

Sections I, II and III should be filled out and signed, in consultation with your internship coordinator and/or faculty advisor. Mail the completed and signed application, along with a resume and an OFFICIAL college transcript.

**Ashley Gillis**  
**CBS Radio Internship Program**  
**1170 Soldiers Field Road**  
**Boston, MA 02134**

**SECTION I** (Student must complete.) **NAME:**

### AVAILABLE INTERNSHIPS:

See the Internship Descriptions packet for available internships. Once you have properly applied to the program (by completing the application process and meeting all of the requirements), you will interview with the Internship Program Manager. Every effort will be made to place you in the internship of your choice.

#### WBZ NEWSRADIO

- News [ ]
- Sales Promotions [ ]
- Web [ ]
- Sales [ ]

#### WBZ-FM/ WBMX-FM/ WODS-FM/ WZLX-FM

- Sales Promotions [ ]
- Web/Digital [ ]
- Sales [ ]
- On-Air [ ]

**SECTION II** (Student must complete.)

Request for: Spring [ ] Summer [ ] Fall [ ]



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Student's name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

College/University: \_\_\_\_\_

Class (circle one):    graduate    senior    junior    sophomore

Briefly state why you wish to undertake this internship:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CBS Radio internships require a 15-hour per week minimum. Most of the internships require you to be here for two or three 8-hour days. (Example *Tues. & Thur. 9-5* or *Mon, Wed. Fri. 9-5*). Please check which days you are available to work.

Mon [    ]    Tue [    ]    Wed [    ]    Thu [    ]    Fri [    ]    Sat [    ]    Sun [    ]

**SECTION III** (Faculty sponsor must complete.)

What are the learning objectives for student?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What will you expect the student to submit as evidence of the internship?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





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## **INTERN SUPERVISOR REQUIREMENTS AND CBS Radio INTERN POLICY:**

Interns must attend an Orientation (or meet with the Internship Program Manager within the first 2 weeks of their internship), Department Head seminars, and an Exit Interview with the Internship Program Manager. Intern Supervisors must complete a Mid-semester Review and a Final Review with their Interns. The help we receive from student interns is a privilege and not an entitlement. The relationship enhances the efficiency of the station. In return, we have an obligation to give back to the students a unique career experience of equal value (at least) to the effort they invest.

I have read and understand the Intern Supervisor Requirements and the CBS Radio Intern Policy stated above.

Intern Supervisor's signature: \_\_\_\_\_ Date: \_\_\_\_\_