

BGSUGD Internship Requirement Summary for Prospective Internship Sites

BGSUGD takes the internship experience very seriously. Beginning in 2012 all of our majors have been required to complete an *internship for class credit* to earn a degree. With this in mind, the information found in this summary is focused on *internships for class credit*. In order for a business or organization to become an approved *BGSUGD internship for class credit*, the potential internship site needs to provide a solid educational environment for our students. The list below sums up the key capabilities, facilities and people necessary to ensure a valuable experience for our students.

Internship sites must be:

- ▶ Graphic Design Firm, *established for five-plus years; active in print and/or web design*
- ▶ Advertising Agency
- ▶ Design/Brand Consultancy
- ▶ Printer *sheetfed and/or web*
- ▶ Television Station
- ▶ Publisher *magazine, book, newspaper, etc.*
- ▶ In-House Design Department *fully-staffed, working within an organization, etc.*

Internship mentors /supervisors must have a solid graphic design background:

- ▶ Eight-plus years in the profession *i.e. significant achievement in graphic design*
- ▶ Graphic Design or Visual Communication degree *professional, accredited: BA, BS, BFA, MA, and/or MFA*

Internship mentors /supervisors must fulfill supervisory tasks including:

- ▶ Reporting in-progress via phone conversations with the intern's academic advisor
- ▶ Dedicating personal contact time with the intern
- ▶ Completing an end-of-experience report on the intern used in final review of the intern's eligibility for course credit

Internships require a significant amount of time to be a beneficial experience

- ▶ *BGSUGD for class credit internships* require 225 hrs minimum experience per student/semester

NOTE: *The internship requirements listed above apply to the BGSUGD alone and do not apply to other divisions, departments or areas at the BGSU School of Art.*

These internship requirements only apply to the BGSUGD internships for class credit. BGSUGD students may apply to internships that will not count as BGSU course credit on their own accord with or without BGSUGD division approval.