WCVB INTERN ELIGIBILITY CHECKLIST

In accordance with Hearst Television, Inc. policy, eligible interns MUST meet ALL the following criteria:

- Student must be:
  - □ Sophomore (rising Junior; can apply for summer internship ONLY)
  - □ Junior
  - □ Senior (cannot graduate BEFORE internship)
  - □ Graduate student (cannot graduate BEFORE internship)

- AND

- □ Student will receive academic credit for internship if selected

- □ Academic Advisor/Dean must complete and indicate number of credits granted on Verification of Academic Credit Form

- □ Student must be able to show proof of COVID vaccination

____________________________________  __________________________
Candidate Signature                    Date

____________________________________  __________________________
Academic Advisor                       Telephone
WCVB-TV INTERNSHIP APPLICATION

WCVB-TV recognizes that a good internship program can add practical experience to the education a student gains in college or graduate school. Therefore, the Station has established an **UNPAID** Internship Program in which students may participate in one semester to **earn academic credit**. There are several internship opportunities available in the spring, fall and summer to enrolled college Juniors, Seniors and Graduate Students. Interns will be closely supervised and evaluated to maximize their learning experience.

Please visit our website: [www.wcvb.com/internships](http://www.wcvb.com/internships) for more information.

Intern Coordinator: Anna Melvin  
Anna.Melvin@hearst.com  
781-433-4014

**PERSONAL INFORMATION** (Please type):

Name: ____________________________________________

College/University: __________________________________

Circle One: Graduate Student   Senior   Junior   Sophomore (Rising Junior)  
( can apply for summer internship **ONLY**)

Major: __________________________________________

Graduation Date: __________________________________

Overall GPA: _____________________________________

Campus Address: __________________________________

_________________________________________________

Home Address: ___________________________________

_________________________________________________

Phone Number: ________________________________

Email: _________________________________________
Semester Internship Desired:

| Fall  (Deadline July 15th) | Spring (Deadline Nov. 15th) | Summer (Deadline Mar. 15th) |

INTERNSHIP AREAS
Internship opportunities are available in the following areas, Hours may vary depending on the assignment and student schedule. *Minimum hours may be required depending on student’s academic credit requirements.* Internship descriptions are located at: http://www.wcvb.com/internships

Please rank your top 3 PREFERRED Departments:

<table>
<thead>
<tr>
<th>Chronicle</th>
<th>5 Investigates</th>
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<tbody>
<tr>
<td>CityLine</td>
<td>Assignment Desk</td>
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<tr>
<td>Creative Services</td>
<td>Digital Media</td>
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<td>Public Relations</td>
<td>Broadcast Technical Operations</td>
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<td>IT</td>
<td>News Photographers/Logistics</td>
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<td>Sports</td>
<td>TV News Production</td>
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<td>Sales Marketing</td>
<td>Weather</td>
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<td>Sales Research</td>
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Days and hours available to work:
Please check boxes for days and list hours available to work

*Reminder: Newsroom operations are 24 hours, please list all availability*

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<tr>
<th>Monday</th>
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<th>Thursday</th>
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<td>Hours:</td>
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How did you hear about the internship program at WCVB? ________________________________

Were you referred by someone affiliated with WCVB? YES____ NO ______

If yes, please, please include their name and your relationship to this person ______________

__________________________

Available Start Date:______________ Internship End Date:_______________
EDUCATIONAL BACKGROUND

List all related courses completed to date, and letter grades from each:

<table>
<thead>
<tr>
<th>COURSE</th>
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EXTRACURRICULAR ACTIVITIES
(Include any offices held, and awards or scholarships won)

1.

2.

3.

4.

5.

*Newsroom applicants: please provide links to or copies of writing samples*
APPLICANT'S PROFILE

1. Briefly state your main objectives for participating in a WCVB-TV internship. (Please be specific.)

2. What are your strongest areas of interest?

PLEASE MAIL/E-MAIL COMPLETED APPLICATIONS TO:

Anna Melvin
Intern Coordinator
WCVB
5 TV Place
Needham, MA 02494
Anna.Melvin@hearst.com