



HEALTH & RISK COMMUNICATION MASTERS
Healthy People - Healthy Planet

HEALTH & RISK COMMUNICATION PRACTICUM

Master students in Health & Risk Communication must complete a practicum working in a health-related field in an organization of their choice. Although only one practicum is required for credit students are encouraged to volunteer for additional practicum experiences throughout their academic program.

- Students may register for the practicum/internship after they have successfully completed a minimum of 15 credits of their coursework for the program.
- Student must have selected their advisor, committee, and program of study and have submitted the forms to the Academic Programs Coordinator, 472 Com Arts prior to enrollment in the practicum.
- Students are required to locate and secure their own practicum experience but listings of possible opportunities are available on our website, <https://comartsci.msu.edu/hrcma>. Practicums can be unpaid or paid but each requires registration for credits to be applied to program requirements.
- Please contact your advisor the semester prior to the desired semester of registration to arrange an appointment to discuss your interests for practicum/internship opportunities.
- Once you have secured a practicum you will need a letter from your employer indicating your responsibilities/job description. Take this letter to your advisor to complete the practicum application form.
- International Students will have to work out the details regarding their VISA status for the practicum requirements with the MSU Office for International Students and Scholars, <http://oiss.isp.msu.edu/>, before they can enroll in the practicum, especially if the practicum is out-of-state or a paid experience. They may need to complete a Curricular Practical Training form.
- Students will be unable to enroll for practicum/internship credits until this form has all required signatures and has been processed by the Academic Programs Office. The student will be registered in practicum credits (COM 893).
- In order to successfully complete the practicum requirement, students must work in their practicum position for a minimum of 20 hours per week for at least 14 weeks in the semester of enrollment.
- Students are required to complete two (2) written assignments (criteria of the written assignments is arranged when completing the Practicum application prior to registration (found on following page). The written assignments must be submitted to the student's advisor **by the last week of classes** the practicum semester.
- Evaluation and grading of the practicum is based upon input from the employer to the student's academic advisor. The academic advisor is responsible for the grading of the written assignments and ultimately the grading of the practicum. Evaluation forms for faculty use can be found online at <https://comartsci.msu.edu/hrcma>.



PRACTICUM APPLICATION

To be completed with faculty supervisor AND a letter from the employer is to be attached.
Once complete return to Academic Programs Coordinator, 472 Com Arts for enrollment processing.

APPLICANT'S INFORMATION

Full Name: _____ PID: _____
Last First M.I.

Semester/Year: _____ COM 893 section _____ Credits _____

PRACTICUM EMPLOYER CONTACT INFORMATION

Company Name: _____ Address _____

Supervisor's Name _____ Supervisor's Email _____

Supervisor's Phone: _____ Supervisor's Mailing Address _____

PRACTICUM DESCRIPTION

Please list include number of hours per week, description of work to be completed and other employer expectations (attach letter from employer)

MSU PRACTICUM WORK TO BE COMPLETED

To be completed with Faculty Supervisor. Please include the number of hours per week, written assignments, and number of official meetings with faculty supervisor. Note: A minimum of 2 written assignments required.

Deadline for Submission of Work _____

SIGNATURES

Student's _____ Date: _____

Supervising Faculty's _____ Date: _____