Check List
Public History Internship
Dr. Lynn Denton, TMH 203 (E-mail: pd16@txstate.edu)

☐ Review Internship Course Guidelines and Requirements.

☐ Complete Internship Request form at the beginning of the semester PRIOR to your anticipated internship start date.

☐ Submit: Internship Request Form and your current curriculum vitae to Dr. Denton.

☐ Schedule an appointment with Dr. Denton to review your CV and discuss specific internship opportunities.

☐ DO NOT contact a potential internship site until you have met with Dr. Denton.

☐ Once your internship site has been confirmed, complete the Internship Approval form. Submit this form to Dr. Denton for signatures; once all signatures are complete, the form will go to Roberta Ruiz who will provide your registration override. (DO NOT complete the course special approval form for an internship).

☐ The Goals & Objectives form is to be completed with the internship host site supervisor and returned by the 2nd week of your internship.

All internship forms can be found at: http://publichistory.history.txstate.edu/degrees-programs/graduate/internship.html