

Media and Film Studies Minor Structured Field Experience Contract

Name: _____ SFE Faculty Advisor: _____ Class of 20_____

The structured field experience (SFE) functions as the capstone for the minor and can be credit-bearing or non-credit bearing. Any Media and Film Studies (MFS) affiliate faculty may serve as SFE faculty advisors. Students should tailor this applied learning experience to their personal and professional interests.

This requirement may be fulfilled through internships, field work, professional positions, independent studies, or an intensive high impact learning experience (e.g., The Storytellers Institute) as long as the student works with a mentor. The SFE should include a minimum of 120 hours (the equivalent hours expected for a 3-credit course) and must be pre-approved by a designated SFE faculty advisor or the director of the program. Satisfactory completion of the SFE requires submission of a reflection component to your designated SFE faculty advisor and MFS Director, final approval by your SFE faculty advisor or director of the program, and submission of the SFE Reflection Form to the Registrar's Office and MFS Director.

If there are significant changes to your SFE, students must contact their designated SFE faculty advisor to ensure that such changes still meet the guidelines for the SFE.

CHECKLIST FOR STUDENTS

I have completed at least two MFS courses, including MF101.

I have arranged for an SFE faculty advisor.

My SFE has been pre-approved by my SFE faculty advisor or MFS Director.

If this is a non-credit bearing internship, I will have my off-site internship advisor/mentor sign my SFE Reflection Form.

Regardless of experience I have identified a mentor.

At least 75% of the experience will be substantive/professional (e.g., not Xeroxing or other clerical work).

I will send an electronic copy of the reflection component to my designated SFE faculty advisor and the MFS Director for filing and assessment purposes **by the last day of classes** (if completed in summer by the end of the first week of classes in the fall).

I will submit one copy of the SFE Reflection Form to the Registrar's Office and one copy to the MFS Director.

PREAPPROVAL AND PLANNING FOR THE SFE:

Describe your structured field experience: what will you be doing; how many hours will you devote to this; what are the projected dates—start to finish?

What are your goals for this experience? What do you intend to gain from the experience; what do you anticipate bringing back to your MFS classes and/or what will you take away with you professionally, and why?

Name of Mentor: _____

SFE Faculty Advisor Signature – pre-approval of SFE

Date