

Summer 2020 Wofford Denius Music Industry Internship Program Guidelines

The *Wofford Denius Music Industry Internship Grants Program* provides financial assistance to UT College of Communication students pursuing summer internships in the music industry world-wide.

ELIGIBILITY:

This program is open to undergraduate students with upper-division standing (by the end of spring 2020 semester) and graduate students enrolled in the College of Communication who will be returning to the College for at least the fall 2020 semester. **May 2020 and August 2020 graduates are not eligible.** Students from all majors within the College are encouraged to apply.

Applicants must:

- **be eligible for and enrolled in a credit-based internship course during the Summer 2020 semester; Proof of class enrollment must be provided before funding is awarded.**
- secure an internship before submitting an application;
- have a faculty sponsor for their application;
- have no financial bars;
NOTE: You should check with Financial Aid to make sure your package allows for this scholarship. If not, you will NOT receive this funding or will be required to reimburse the University the amount of the scholarship awarded.
- have an active account and updated profile in CareerSource.

APPLICATION CRITERIA & GRANT AMOUNT:

Applications are available online at: <https://moody.utexas.edu/career-services/students/career-exploration-programs>

All applications must include:

1. Completed application form
2. Description of the internship opportunity
3. Email/letter of acceptance from the internship host company/organization
4. Breakdown of budget estimate with supporting materials
5. Letter of recommendation from your faculty sponsor
6. Narrative addressing the following:
 - *why you have selected this internship*
 - *what you have done in and out of the classroom to be successful in this internship*
 - *how this internship will assist you in meeting both your educational and career goals*
7. Current resume
8. Unofficial academic transcript

All application packets will be evaluated based on content, presentation, and interview. Grants can be requested in any amount up to \$6000. Up to five (5) grants are awarded each summer to qualified applicants.

INTERNSHIP STANDARDS, SUPERVISION & EVALUATION:

Internships must take place between June and August 2020 and should be eight (8) to twelve (12) weeks in length. The average intern workweek should include no fewer than 32 and no more than 40 hours. Each intern must have an on-site supervisor who will be accessible to the student-intern, UT’s internship coordinator, and the Moody Career Center program coordinator. Intern performance will be evaluated by the on-site supervisor in collaboration with UT’s internship coordinator to ensure the experiential and academic value of the internship experience. **PLEASE NOTE: You must present proof that you are enrolled in a UT departmental internship course for summer 2019 in order to receive funding.**

SAMPLE MUSIC INDUSTRY INTERNSHIP AREAS:

For an internship to qualify for consideration, it must be in a professional field within the music industry. Eligible professional fields include but are not limited to:

A&R	Music Talent Agency	Publishing
Advertising/Marketing	Music TV/Video Production	Radio
Distribution	Producing	Recording
Interactive & New Media	Promotions/Publicity	Songwriting/Composing
Music Journalism	Public Relations	Talent Management

APPLICATION DEADLINE & GRANT RECIPIENT NOTIFICATION:

Applications are due by **5 p.m., Monday, April 20, 2020** and must be submitted to **Moody Career Center (BMC 2.302)**. After submitting the application packets, grant applicants will be notified and asked to sign-up for a **mandatory interview time** with the selection committee to take place **on Friday, April 24th. Late, incomplete, or applications submitted at the wrong location will be NOT be considered.** Grant awards will be announced by **5 p.m., Wednesday, April 29th**. Recipients will be informed via telephone and/or electronic mail.

MID-INTERNSHIP REPORTS:

Halfway through the summer internship, we like to update the Effie & Wofford Cain Foundation on how the Denius Grant interns are doing and how their internships are coming along. Each grant recipient and supervisor will be asked to submit a brief, informal update via email to the Program Coordinator.

POST-INTERNSHIP REQUIREMENTS:

1. Upon completion of the internship, you will submit (1) a brief report summarizing his/her internship experience, and (2) a summary of how the grant funding was used, including budget and actual travel, accommodation and living expenses. These reports must be completed and submitted to Communication Career Services within one month of completing the internship, so that they may be forwarded to the Effie & Wofford Cain Foundation, the donors of the endowment for College of Communication students interested in pursuing careers in the music industry.
2. You will need to send a thank you note to Mr. Wofford Denius and provide Debbie with a copy of said note.

Questions? Contact Ladd Flock at 512-471-9421 or at ladd.flock@austin.utexas.edu