



Internship Program Requirements

Requirements for newspapers selected for intern program:

1. Two STPA newspapers will be selected for participation. Selected newspapers must find a qualified intern. If a selected newspaper declines, the next alternate newspaper in line will be offered the opportunity. STPA annual dues must be paid before a newspaper may apply to participate in the internship program.
2. Newspapers that are selected for the program must pay the intern a minimum of \$300 per week for eight (8) weeks. *(Living expenses must be taken into consideration when salary is determined.)* Newspapers which are selected may hire an individual on their own who meets the intern requirements. Newspapers work out job assignments and pay schedule with the intern and are responsible for withholding and social security taxes.
3. For the purpose of proper verification for \$2,000 reimbursement, newspapers selected must provide STPA with a copy of intern's pay stub/W-2. A photo of the intern and a story, written by the intern about his/her experience, must be submitted at the end of the internship for publication in the annual STPA Bulletin. *The newspaper will not be reimbursed its \$2,000 until pay record, intern story and photo have been submitted to Intern Chair. Pay record, story and photo must be submitted to Intern Chair no later than Dec. 30, 2017.*
4. Deadline for newspapers wishing to apply for this program is April 10, 2017.

Requirements for intern candidates:

1. The intern candidate should be attending/enrolled in a jr. college/community college/university. However, high school seniors will be considered for internship program.
2. Intern candidate must be taking a journalism/advertising/photography/English-related course/design or any other course relating to the newspaper industry. Work on a college/high school newspaper may be substituted.
3. Intern candidates selected will be employed a minimum of eight (8) weeks by the sponsoring newspaper at a minimum salary of \$300/week.
4. Intern applicant, at the end of his/her internship, must write a story about his/her intern experience and provide a photo for publication in the STPA Bulletin.

STPA 2017 internship program

The _____ (name of newspaper) would like to apply to participate in the 2017 STPA Internship Program.

_____ We have a qualified candidate* _____ We will get a qualified intern candidate.

* Intern candidate name _____

College/Jr. College attending or planning to attend _____

Name of publisher or editor

Phone Number

Return to: STPA Internship, Hays Free Press, 113 W. Center St., Kyle, TX 78640

email to: csb@haysfreepress.com or fax to 512.268.0262

Questions? Call Cyndy Slovak-Barton 512.268.7862 • Deadline April 10, 2017