



KDKA-TV/WPCW-TV  
420 Fort Duquesne Blvd., Suite 100  
Pittsburgh, PA 15222

Dear Student:

Thank you for your inquiry about the KDKA-TV/WPCW-TV Internship Program.

KDKA-TV/WPCW-TV will be conducting internship interviews for the 2012 Winter/Spring semester (January through May) on Monday, November 28, 2011.

The interviews will be held on that day only at KDKA-TV, 420 Fort Duquesne Blvd., Suite 100, Pittsburgh, PA 15222.

The welcome and introduction will begin promptly at 10:00AM (registration begins at 9:00AM in the main reception area).

Previous interns will not be permitted to do a second internship.

Candidates must be a College Junior or Senior (i.e. have completed their sophomore year by the beginning of the internship) to be eligible and must be receiving college credit for the internship.

There are no paid positions in the program.

Please bring **four (4) copies** of each the following with you when you come in for an interview.  
**DO NOT MAIL THESE FORMS TO THE STATION. ANY STUDENT WHO SHOWS UP WITH INCOMPLETE OR MISSING PAPERWORK WILL NOT BE PERMITTED TO INTERVIEW ON THIS DATE.**

1. Completed Application
2. Completed Faculty Sponsor Questionnaire along with their Letter of Recommendation
3. Letter of Recommendation from a previous internship supervisor or from an employer
4. Resume with Cover Letter
5. Writing Sample (a short paper already submitted to class or an essay on "The Value of an Internship" is acceptable)
6. Transcript

Sincerely,

Stella M. Banas  
Market Controller/Human Resources Manager  
CBS Television Stations - Pittsburgh  
KDKA-TV/WPCW-TV



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 420 Fort Duquesne Blvd., Suite 100  
 Pittsburgh, PA 15222

# Internship Program Application

Internship for: 2012 Winter/Spring

\_\_\_\_\_  
 Last Name First Name Middle Initial

\_\_\_\_\_  
 Present School Address City State Zip

\_\_\_\_\_  
 Permanent Home Address City State Zip

\_\_\_\_\_  
 Telephone Number(s) Cellular Permanent

\_\_\_\_\_  
 Email Address

\_\_\_\_\_  
 How did you hear about the CBS Corporation Internship Program?

\_\_\_\_\_  
 Have you ever applied to the CBS Corporation Internship Program? \_\_\_\_ If Yes, when? \_\_\_\_\_

\_\_\_\_\_  
 School: \_\_\_\_\_ Major: \_\_\_\_\_ Minor: \_\_\_\_\_

\_\_\_\_\_  
 Year: \_\_\_\_ Junior \_\_\_\_ Senior \_\_\_\_ Graduate Overall G.P.A.: \_\_\_\_\_

Internships are available for the following departments.

*Please choose and rank them in order of preference:*

<p>____ News Assignment Desk</p> <p>____ Business Reporting</p> <p>____ Pittsburgh Today Live</p> <p>____ News Videotape Production</p> <p>____ Consumer Reporting</p> <p>____ Web Production</p> <p>____ Sports</p> <p>____ Sports Special Programming</p> <p>____ KDKA Promotions</p>	<p>____ Commercial Production</p> <p>____ Video Production</p> <p>____ Hometown High Q / CW Promotions</p> <p>____ CW Promotion Editing</p> <p>____ Sales Marketing/Research</p> <p>____ Internet Advertising</p> <p>____ Political Advertising Sales</p>
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List how many hours you would be available for each day of the week.

\_\_\_\_ Monday \_\_\_\_ Tuesday \_\_\_\_ Wednesday \_\_\_\_ Thursday \_\_\_\_ Friday \_\_\_\_ Saturday \_\_\_\_ Sunday



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## Faculty Sponsor Questionnaire

**\*\*\*PLEASE ATTACH A LETTER OF RECOMMENDATION\*\*\***

Student's Name: \_\_\_\_\_

Number of credits student will receive for the internship: \_\_\_\_\_

One (1) credit = \_\_\_\_\_ hours      Total internship hours: \_\_\_\_\_

*(Internships will not be provided unless the student receives credit for that internship).*

**What will the student submit as evidence of the field study accomplished at our station?**

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\_\_\_\_\_  
**(Signature of Faculty Sponsor) (College/University)**

\_\_\_\_\_  
**(Please print Sponsor's name) (Title/Department)**

\_\_\_\_\_  
**(Address)**

\_\_\_\_\_  
**(City, State and Zip)**

\_\_\_\_\_  
**(Area code and phone number)**

**\*\*\*PLEASE ATTACH A LETTER OF RECOMMENDATION\*\*\***