



Internship Information | *Library Media*

[SAMPLE SYLLABUS](#)

What to know about the Library Media Internship Courses:

- The Library Media Internships (EDUC 645 and EDUC 646) do not need to be taken in order.
- Most, if not all, coursework should be completed before starting the internships.
- Students are responsible for setting up their own internships and securing their own mentors.
- Students will fill out an Internship Verification Form and Building Acknowledgement Form **six weeks prior** to the course starting. If doing two different locations then two forms need to be submitted. The verification form allows EWU to confirm that the company or school you are interning at knows you are there.

[VERIFICATION FORM LINK](#)

- Mentors should be a school librarian or classified library clerk as long as they have information and knowledge on book purchasing, cataloging, processing, and budgeting. Mentors will be guiding students to fulfill internship expectations and make a plan on how to meet objectives of the course.
- Students will enroll in two separate internship courses in two separate six week sessions with a number of different projects, assignments, and on-the-job training for educators learning to be school librarians.
- **Please note that the internships are all 2 credits. If you are receiving financial aid it will not kick in until second session if you are not enrolled for at least 4 credits first session (for example – if for session 1 you are only taking the 2 credit internship then you will have to pay out of pocket for those two credits until the beginning of the second session then your financial aid will be released and you will be “reimbursed” for those 2 credits for the first session and then given the rest of your aid at that time.)*

*****This program is designed for current teachers to meet the Washington State teacher competencies. This program is not ALA Certified.***