

**TEXAS A&M UNIVERSITY
COLLEGE OF PERFORMANCE,
VISUALIZATION & FINE ARTS
INDIVIDUAL INTERNSHIP AGREEMENT**

This Individual Internship Agreement sets forth the agreement between:

_____, the STUDENT, and

_____, the COMPANY,

dated _____, for the completion of an internship as required by the Bachelor of Science in Visualization Degree.

The COMPANY agrees to employ the STUDENT to satisfy the requirements of his/her internship starting _____ and ending _____.

While compensation is between the COMPANY and the STUDENT, the Department does require the student to be paid for the agreed upon work tasks. The pay is _____. The hours per week are _____.

What is the position title _____. During the internship period, the COMPANY agrees to employ the intern in the task areas identified below.

Brief description of the job duties:

Will this internship be remote or on-site? _____

STUDENT:	
Name printed	
Signature	
Date	
COMPANY CONTACT INFORMATION:	
Company:	
Contact Name:	
Address:	
Phone:	Email:
Employer's Signature:	
PVFA Office Use Only	
Internship Coordinator:	
Name	Date
Fill out completely and return to John Abi-Najm at pvfastudyaway@tamu.edu. Form must be received no later than 15 days prior to the first day of the semester. Any forms received after that date may result in a delay of enrollment into VIST 494.	

Internship Information and Requirements

FULL-TIME INTERNSHIPS FOR 6 CREDITS:

Students must have completed VIST 206 and have a 2.0 or higher GPA to enroll. This is a supervised job that must be paid and full-time (40 hours/week) in a company that specializes in graphic design, feature animation, gaming, visualization or art, and exposes the student to professional practice related to a field of study in visualization. You are responsible for finding a company to intern with. Begin looking six or more months in advance for an internship. Once registered for the course and the semester begins, you'll be required to check in once per week via Canvas to give your professor weekly updates on your internship and the work you are doing. Texas A&M tuition fees are associated with registering for VIST 494. The requirements below are non-negotiable. Some requirements are the same regardless of which term your internship takes place. Other requirements are specific to the terms you are looking at.

Note: Internships directly related to a field study in visualization with Disney's affiliate providers — including Disney theme parks, Yellow Shoes, Imagineering, Disney Animation and other subsidiaries like Pixar — are eligible for this internship. Disney's College Program is not eligible. Please communicate with the internship coordinator to confirm an internship aligns with the program's academic goals.

REQUIREMENTS FOR FULL-TIME:

Any term (Fall, Spring or Summer)

- Must be a company outside the Texas A&M University System.
- Supervised by someone in that company with expertise in your area of interest that align with the Visualization major.
- An internship in a business owned by a family member is not eligible. Part of the internship experience for students is being exposed to the cultural differences that are part of a professional work environment.
- Must be a paid position (federal minimum wage or higher).

Fall or Spring Specific

- Full-time (40 hours/week), 12-15 weeks or longer. Start and end dates can be before the semester starts or after that semester ends. Dates of employment shouldn't overlap with other semesters.
- Must register for VIST 494 Internship, for 6 credits after approval by the internship coordinator.
- If you take less than full-time credit hours (12), enrollment in the internship course will allow you to be coded as full-time through the Registrar's Office. Your advisor can help you with this.
 - Check with financial aid if being coded as full-time and not enrolled in full-time hours will affect your aid. Everyone's financial aid/scholarships are different.
- VIST 494 does not meet the ICD requirement, so you must take an additional course to cover this core curriculum requirement.
- You may need to take additional courses to meet financial aid obligations to continue to qualify for financial aid. Check with your advisor.

Summer Specific

- Must be full-time (40 hours/week), minimum of 12 weeks long, and between the

dates of May 11, 2026, and Aug. 21, 2026.

- Must register for VIST 494 after approval by the internship coordinator. Email the internship coordinator prior to open registration for the summer semester to enroll.
- VIST 494 does not meet the ICD requirement, so you must take an additional course to cover this core curriculum requirement. Please discuss your degree plan with your advisor.

PART-TIME INTERNSHIPS FOR 3 CREDITS:

Students must have completed VIST 206 and have a 2.0 or higher GPA to enroll. This is a supervised job that must be paid and full-time (40 hours/week) in a company that specializes in graphic design, feature animation, gaming, visualization or art, and exposes the student to professional practice related to a field of study in visualization. You are responsible for finding a company to intern with. Begin looking six or more months in advance for an internship. Once registered for the course and the semester begins, you'll be required to check in once per week via Canvas to give your professor weekly updates on your internship and the work you are doing. Texas A&M tuition fees are associated with registering for VIST 494. The requirements below are non-negotiable. Some requirements are the same regardless of which term your internship takes place. Other requirements are specific to the terms you are looking at.

Note: Internships directly related to a field study in visualization with Disney's affiliate providers — including Disney theme parks, Yellow Shoes, Imagineering, Disney Animation and other subsidiaries like Pixar — are eligible for this internship. Disney's College Program is not eligible. Please communicate with the internship coordinator to confirm an internship aligns with the program's academic goals.

REQUIREMENTS FOR PART-TIME:

Any term (Fall, Spring or Summer)

- Must be a company outside the Texas A&M University System.
- Supervised by someone in that company with expertise in your area of interest that align with the Visualization major.
- An internship in a business owned by a family member is not eligible. Part of the internship experience for students is being exposed to the cultural differences that are part of a professional work environment.
- Must be a paid position (federal minimum wage or higher).

Fall or Spring Specific

- Part-time (20 hours/week), 12-15 weeks or longer. Start and end dates can be before the semester starts or after that semester ends. Dates of employment shouldn't overlap with other semesters.
- Must register for VIST 494 Internship, for 3 credits after approval by the internship coordinator.
- If you take less than full-time credit hours, and need to be considered full-time for financial aid purposes, then see your advisor for additional courses to take to meet 12 credit hours.
- VIST 494 does not meet the ICD requirement, so you must take an additional course to cover this core curriculum requirement.
- You may need to take additional courses to meet financial aid obligations to continue to qualify for financial aid. Check with your advisor.

Summer Specific

- Must be part-time (20 hours/week), minimum of 12 weeks long, and between the dates of May 11, 2026, and Aug. 21, 2026.
- Must register for VIST 494 after approval by the internship coordinator. Email the internship coordinator prior to open registration for the summer semester to enroll.
- VIST 494 does not meet the ICD requirement, so you must take an additional course to cover this core curriculum requirement. Please discuss your degree plan with your advisor.