

EXERCISE SCIENCE

PRACTICUM / INTERNSHIP

<https://hes.appstate.edu/academics/exercise-science/internship-and-practicum>

PRACTICUM AND INTERNSHIP COURSE OPTIONS

ES 4050 or 4060 PRACTICUM

- 3 semester hour course
- 40 (4050) or 75 (4060) total contact hours required at site (plus course assignments)
- Intended for student to acquire observation/shadowing or light duty hours in an occupation related to their career interest in Exercise Science

ES 3900 INTERNSHIP

- 1-12 semester hour course
- 40 contact hours per semester hour required at site
- Intended for student to acquire a guided, practical hands-on experience at a qualified program site

STEP I: SELECTING A SITE

- Fitness/Wellness Centers/Gyms
- Physical Therapy Clinics
- Chiropractic Clinics
- Occupational Therapy Sites
- Hospitals
- Medical Clinics
- Athletics Departments
- Public Agencies



REMAINING STEPS TO GET REGISTERED

- Step 2: Call the site and set up an interview/meeting
- Step 3: Visit the site with your resume, site information sheet, and contract signature page in hand (some sites may ask about an internship manual—see link on website)
- Step 4: Get the site information sheet completed by your site supervisor
- Step 5: You sign and have your site supervisor sign the contract signature page in ink

DEADLINES

- If you are planning to enroll in ES 4050, ES 4060, or ES 3900 during the:
 - Summer: Materials should be submitted no later than **April 1st**
 - Summer session 2 materials can be submitted as late as June 15, but the Financial Aid deadline for summer registration is the end of May so if you wait until June you may not qualify for summer financial aid
 - Fall: Materials should be submitted no later than **August 1st**
 - Spring: Materials should be submitted no later than **November 15th**

WHICH MATERIALS DO I SUBMIT TO GET REGISTERED FOR THE COURSE?

- #1 – Completed Site Information Sheet
- #2 – Contract signature page with both student's signature and site supervisor's signature (in ink)
- #3 – Complete a Background Check (fee involved)
 - *Once you submit #1 & #2 above, you will receive an email with information on how to sign up and pay for the background check*

****You must be registered BEFORE you work any hours at a site****

HOW DO I SUBMIT THE FORMS?

1. Scan and email to:
 - Melanie Austin (4050): austinm@appstate.edu
 - Travis Triplett (4060/3900): triplttnt@appstate.edu
2. or Place in the mailboxes of the above faculty in 436 Levine Hall
3. or Slide under the office door:
 - Melanie Austin – Levine Hall Office #404
 - Travis Triplett – Levine Hall Office #432C



SIDE NOTES AND TIPS

- Should not be a job you already have.
- Cannot be a place where you collect all of your hours in one week.
- Do all that is asked of you no matter how menial the task.
- Dress professionally and act like a health professional.
- Seek variety and opportunity.

MOST ASKED QUESTIONS

- If the site you have chosen is on the site list, no pre-approval is necessary.
- If the site is not on the list, contact the instructor for approval prior to turning in your paperwork.
- It will take a few weeks to get you registered. Check your schedule near the end of the semester to make sure the course appears on your schedule.
- You may need to get immunizations, training, drug screening, etc for a site. They will tell you this.
- You may be asked to initiate an 'affiliation agreement' between the site and the university. This can take 2-3 months to complete. All requests for this should go to Dr. Triplett.



**DEPARTMENT OF HEALTH AND
EXERCISE SCIENCE**

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