



Louisiana Tech University
 College of Education
 Department of Health & Exercise Sciences

KINE 415 UNDERGRADUATE INTERNSHIP

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<i>Office:</i> 304 Memorial Gym	<i>Class Hours:</i>
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<i>Credit Hours:</i> 6	<i>Lab Hours:</i>

1. **Required Texts & Materials:** No text is required for this course. Documents to be used for this course can be accessed on Blackboard.
2. **Catalogue Description: Internship.** 15-3-6. Consent of internship supervisor and within two quarters of graduation. Requires **180 clock hours** in practical experiences in approved programs with department approved supervisor. The purpose of this course is to provide the undergraduate student with practical experience in relating theory to practice in a setting under close supervision from professionals and the University. The primary value of this experience for the student lies in the opportunity for self-evaluation and acceptance of abilities and shortcomings before entering into the professional world. Class requirements include meeting with the university instructor of record and university supervisor, completion of a minimum of 18 hours weekly (**180 hours minimum**) of on-the-job experiences at the internship site, completion of weekly reports (all weekly reports must be typed), completion of an initial and final report of the internship, and exit interview with the student, university supervisor, and instructor of record. This exit meeting will be scheduled by the instructor of record with the student.
3. **Pre-requisites:** Upper Division standing. Consent of internship supervisor and within two quarters of graduation. Requires **180 clock hours** in practical experiences in approved programs with department approved supervisor.
4. **Intended Audience:** Senior Health and Exercise Science Majors.
5. **Relationship to the College of Education's Vision and Goals.** Consistent with the COE's vision, this course will help to foster competent, ethical, caring professionals who will contribute to a diverse and dynamic society. A variety of instructional strategies are used to provide meaningful, learning experiences for *all* students, including field-based assignments in diverse settings.
6. **Course Objectives: The student will.....**
 1. To develop a professional mannerism and appearance.
 2. To apply knowledge of Exercise Science principles.
 3. To show a willingness to learn more and to be resourceful during the internship experience.
 4. Display initiative and leadership abilities.
 5. Develop a positive report with the site supervisor.
 6. To make critical observations about the internship experience and environment.

Learning Experience: Students will:

1. Compare what they have learned in theory with practice in the agency or clinical setting.
2. Apply professional standards of ethical behavior, conduct and clinical knowledge.
3. Evaluate and adjust their internship performance based on recommendations of the site supervisor and university staff.
4. Be aware of activities performed in the internship that creates positive and enlightening experiences.
5. Solicit additional information to supplement knowledge and skills that can be applied in the agency or clinical setting.
6. Seek information or advice from the university faculty that will enhance the internship experience.
7. **Assignments:**
 1. Have an initial meeting with internship coordinator and advisor to discuss the proposed internship.
 2. Interview the site supervisor for an internship position after acquiring approval from the internship coordinator.
 3. Make a formal application for an internship in the last month of the quarter prior to the internship.
 4. Include a current CPR certified and liability insurance.
 5. Submit an initial report the first week of internship. Submit **weekly reports** these **must be typed**.
 6. Submit a final intern report.
 7. Arrange an exit interview with the instructor of records to discuss the internship experiences.
 8. Submit an internship **portfolio** at the exit interview.

Instructional Strategies: The instructor will use a variety of instructional strategies to meet course objectives. Instructional strategies that will be used in this course will include lectures, use of audio/visual resources, readings from required texts and journal articles, classroom discussions, online discussions and technology-mediated interactions, guest speakers, and small in-class group activities.

7. **Students with Special Needs:** It is the policy of Louisiana Tech University to accommodate students with disabilities, pursuant to federal law, state law, and the University's commitment to equal educational opportunities. Any student with a disability who needs testing or classroom accommodations should inform the instructor at the beginning of the course. Students with disabilities are encouraged to contact the Office of Disability Service on the University Campus. Contact and other information are available at: <http://www.latech.edu/ods/index.shtml> (Check and update the URL if necessary.)
8. **Academic Honor Code:** Louisiana Tech University expects all members of its academic community to demonstrate honesty and integrity in all academic relationships. As articulated in the University's Academic Honor Code, cheating, plagiarism, or falsification of work are regarded as serious offenses. A copy of the honor code may be found in the student handbook available at: <http://www.latech.edu/students/judicial-affairs.shtml>

9. **Attendance:** Class attendance is required. Additionally, students are expected to be on time and remain the entire class period. The University attendance policy may be viewed in the Advising Handbook available at: <http://www.latech.edu/advisingandretention/advising-handbook.shtml>
10. **Online Component:** This course has an online component via the Louisiana Tech University Blackboard Learning System available at: <http://blackboard.latech.edu>. Students will need their TECH USERID and Password to access Blackboard, both of which are available through the University Computing Center.

Efforts will be made to provide all electronic documents in a universally accessible format (e.g., Rich Text Format). Where that is not possible, alternate ways to access these documents will be provided (e.g., paper copy) for students who have special needs.

11. **University Closure:** All classes will be held as scheduled, unless the university is closed due to inclement weather or other reason. (Identify university closure protocol. *Example:* In the event of university closure, announcements will be posted on the university website: www.latech.edu and will be made through the local news media in Ruston, Monroe, and Shreveport. If possible, a notice will be posted on Blackboard indicating schedule adjustments.)

12. **Evaluation:**

Grading Scale:

STUDENT'S EVALUATION CRITERIA FOR HES 415 INTERNSHIP

1.	<u>40%</u>	INTERN REPORTS	
	<u>20</u>		All weekly reports were made and met the required minimum intern hours.
	<u>10</u>		All weekly reports were typed and provided in depth information. Summary comments on weekly reports.
	<u>10</u>		All forms were completed and submitted in a timely manner.
2.	<u>30%</u>	SITE SUPERVISORS EVALUATION	
3.	<u>20%</u>	UNIVERSITY SUPERVISORS EVALUATION	
4.	<u>10%</u>	PORTFOLIO	
			Copies of all materials, reports, and assignments.
			Materials from the internship.
			Information is arranged in an orderly manner.
			100% Total

This undergraduate internship requires you to complete a minimum of 180 clock hours in practical experiences in an approved program with department approved supervisor.

13. **Important Dates:** Check the university academic calendar for important dates and planning information, available at: <http://www.latech.edu/registrar/calendar.shtml>. Your intern coordinator will schedule a orientation session with you prior to the beginning of your internship. This is typically scheduled 2 weeks before the end of the quarter prior to you beginning your internship. After completion of internship hours and reports you will attend an exit interview with the Louisiana Tech Health and Exercise Sciences Internship Coordinator. This is typically scheduled the week before the quarter ends. You will need to bring your portfolio and any remaining documents for submission to this meeting. Your final grade and an exit interview survey will be provided during this meeting. Each intern will have the opportunity to discuss their experience and provide feedback for the internship. Graduating Seniors, check graduation dates and stay abreast of deadlines for all university work for graduation.