

Students anticipating enrolling in HS/KIN 410 and graduating in **Spring 2009**

DESCRIPTION AND REQUIREMENTS

HS/KIN 410 is a practicum/internship designed to be the culminating course of your degree. Prerequisites for all students include: senior standing, a cumulative or degree GPA of 2.0 or higher, earning a grade of C or higher in all indicated courses, and completion of all required courses in the degree, or all but one required course. This senior practicum requires a minimum of 320 work hours (*approximately 23 hours per week for 14 weeks*) in a worksite approved by the department and university.

Here are some answers to frequently-asked questions:

- HS/KIN 410 is offered in the Spring and Fall semesters only (*not Summer*).
- All In-state Internships are unpaid. You cannot intern at a worksite at which you are employed, nor receive any pay from the site for time spent there during internship.
- Competitive out-of-state Internship sites may provide a stipend to offset travel and living costs; however, documentation must be provided to the internship committee if a stipend is attached to the internship.
- You must intern at one site, and it must be in the region surrounding Hammond (e.g., Baton Rouge, Covington, Mandeville, New Orleans) unless prior approval of an out-of-state site.
- A site must be approved by the department and an internship contract must be signed by the university and the site.
- The faculty indicated below will help you if you need assistance in finding a site and give you further information.
- It is important to get started immediately, because you have several things to accomplish and it all needs to be completed by the end of the **Spring** semester.
- Identify the specific tasks you need to accomplish and make sure you complete them in a timely manner.

If your major-concentration is **SPORT MANAGEMENT**, you must have completed all courses required in the degree plan by the preceding semester, or all but one 3-4 hour course (i.e., lecture/lab). If a course remains, it must be taken in conjunction with KIN 410. Prerequisites for the SMGT concentration are: ENGL 322; FIN 381; MRKT 315; KIN 276, 366, 380, 406 and 451. Your internship course is KIN 410 and the faculty member who can work with you on offering suggestions for possible internship sites is **Dr. Merckx**.

If your major-concentration is **EXERCISE SCIENCE**, you must have completed all courses required in the degree plan by the preceding semester, or all but one 3-4 hour course (i.e., lecture/lab). If a course remains, it must be taken in conjunction with KIN 410. Prerequisites courses for this concentration are: KIN 321, 372, 392/393, 424 or 434, and 436. (If the internship is in a Cardiac Rehabilitation site, both KIN 424 and 434 must

be completed prior to KIN 410) Your internship course is KIN 410 and the faculty member who can work with you on offering suggestions for potential internship sites is **Dr. Kraemer, Dr. Jeansonne** and **Dr. Sirikul**.

If your major-concentration is **FITNESS & HUMAN PERFORMANCE**, you must have completed all of your courses required in the degree plan by the preceding semester, or all but one 3-4 hour course (i.e., lecture/lab). If a course remains, it must be taken in conjunction with KIN 410. Prerequisite courses for this concentration are: KIN 321, 326, 372, 392/393, 424 or 434, and 436. If the internship is in a Cardiac Rehabilitation site, both KIN 424 and 434 must be completed prior to KIN 410. Your internship course is KIN 410 and the faculty member who can work with you on offering suggestions for possible internship sites may be **Dr. Hollander** and **Dr. Sirikul**.

If your major-concentration is **HEALTH PROMOTION & EXERCISE SCIENCE**, you must have completed all of your courses required in the degree plan by the preceding semester, or all but one 3-4 hour course (i.e., lecture/lab). If a course remains, it must be taken in conjunction with HS 410. Prerequisites for this concentration are: all required Health Studies courses, KIN 392/393, and either KIN 424 or 434. If the internship is in a Cardiac Rehabilitation site, both KIN 424 and 434 must be completed prior to HS 410. Your internship course is HS 410 and the faculty member who can work with you on offering suggestions for possible internship sites is **Dr. Gillan**.

If your major is **HEALTH EDUCATION AND PROMOTION**, you must have completed all courses required in the degree, or all but one 3-4 hour course (i.e., lecture/lab). If a course remains, it must be taken in conjunction with HS 410. Prerequisites for HS 410 are all required Health Studies, Nursing, and Family and Consumer Sciences courses in the degree. Your internship course is HS 410 and the faculty member who can work with you on offering suggestions for possible internship sites may be **Dr. Wood, Dr. Synovitz, Dr. Gillan, and Dr. Naquin**.

List of tasks and deadlines

There are a number of tasks that must be completed during this **Fall** semester to arrange your internship. Attention to these tasks prevents problems that would prevent you from interning in the **Spring** (or delaying the start of the internship).

Deadline	Task(s)
Sept 8-11	Attend mandatory informational meeting with Dr. Sirikul - pick up materials and begin discussion on selection of internship site and requirements for internship.
Sept 22	Email Dr Hebert (ehbert@selu.edu) and inform him that you plan to intern in the Spring, 2009 semester .
Feb 16	Last day to file application for graduation for Spring, 2009 without late penalty.
Oct 13	Have met with KHS faculty supervisor to consider sites. Visit internship site and speak with the director of the site and receive approval for internship. Turn in internship site contact information

sheet to **Dr. Sirikul** (KHS Building, Room 103). Site contract will be initiated and site visit made for final approval.

Complete the following prior to the beginning of your Spring semester.

Students majoring in Sport Management, must provide the following to **Dr. Sirikul**:

- a) Results of a physical exam by a physician. If a serious medical condition exists, you should provide written indication of treatment, and/or medical clearance to participate in the internship;
- b) Copy of your immunization records (to include rubella/rubeola, chicken pox);
- c) Copy of CPR certification that does not expire before the end of the **Spring 2009** semester;
- d) Health insurance verification (signed form and photocopy of insurance card/document);
- e) Proof of Hepatitis B vaccination or signed waiver form;

Students majoring in
Kinesiology - Health Promotion and Exercise Science
Kinesiology – Exercise Science
Kinesiology – Fitness and Human Performance
Health Education and Promotion,

must provide the following to **Dr. Sirikul**:

- a) Results of a physical exam by a physician. If a serious medical condition exists, you should provide written indication of treatment, and/or medical clearance to participate in the practicum.
- b) Copy of your immunization records.
- c) Negative TB skin test (completed within past year).
- d) Proof of rubella/rubeola immunization or verification of immunity through blood test.
- e) Verification of history of chicken pox or proof of vaccination.
- f) Verification of current Hepatitis B vaccination or signed waiver.
- g) Copy of CPR certification that does not expire before the end of the **Spring 2009** semester.
- h) Health insurance verification (signed form and photocopy of insurance card/document).

Other important notes

If an internship site for you has not been approved by the KHS Department and an internship contract has not been signed by **December 3, 2007**, the student will be required to seek an alternate site for which a current contract exists.

After a site has been approved and a contract signed you should visit the site and talk with the site supervisor about your internship (e.g., dress/uniform expectations, policies, duties, etc.).

There will be a mandatory orientation session for you that will be held on the Southeastern campus during the week prior to the start of the Spring semester. You will receive more specific information about this meeting later this Fall.

***** All interns must submit information for a Criminal Background Check, and pay a fee for this service. In addition, all interns must participate in the Department's drug screening program. This will require a negative drug test prior to or at the start of the internship semester, and subsequent random drug tests during the internship semester. *****

You may not start your internship before the first day of classes in the Spring semester and only if you have completed all of the required documentation.

STUDENTS CANNOT REGISTER FOR KIN 410/HS 410 WITH FIRST HAVING SUBMITTED A "INTERNSHIP SITE CONTACT INFORMATION" TO DR. SIRIKUL TO ENSURE THAT THE STUDENT HAS AN INTERNSHIP SITE. THIS DOCUMENT IS AVAILABLE UPON REQUEST OR AT:

http://www.selu.edu/acad_research/depts/kin_hs/internships/Inter_nship_Forms/index.html