



**West Chester University
College Of Health Sciences
Department Of Kinesiology
Exercise Science Division
Syllabus for
EXS 490 Internship (6 cr hrs)**

INSTRUCTOR INFORMATION: (ASSIGNED BY CHAIR)

PURPOSE OF COURSE:

The Exercise Science Specialist internship/practicum program is a laboratory experience that permits students to apply their academic training under the direction of fitness/wellness and clinical professionals. While classroom input is inherent in educational programs at West Chester University, the application of academic theory gives the students experiences that will add to their personal and professional maturity. The internship/practicum is a requirement for all students in the Exercise Science Division of the Kinesiology Department.

The internship or practicum provides the student with the opportunity to ask pertinent questions, make observations, and to participate in agency activities that normally would not be possible for a paid, full-time employee. All internship experiences must be undertaken in an agency that guarantees to provide the student with supervision by an exercise specialist, physical therapist, or occupational therapist possessing appropriate academic and certification credentials.

The internship/practicum is important to the student because it:

- Brings the student into contact with professionals on the job
- Enables the student to test classroom theories and techniques
- Offers challenges and stimuli to learn and investigate
- Tests the student as a potential professional in the fitness field
- Offers entry into the professional field as a gradual growth process
- Provides opportunity to evaluate the choice of a profession

REQUIRED TEXT AND MATERIALS:

ACSM's Guidelines for Exercise Testing and Prescription

PREREQUISITES:

- _____ All financial obligations have been fulfilled, *i.e.*, Bursar's Office, Public Safety.
- _____ Completion of a minimum of 102 semester hours of coursework; unofficial transcript is attached.
- _____ Must have *completed* EXS 482, EXS 484, and EXS 489.
- _____ GPA is 2.0 or higher; some agencies have a minimum GPA requirement that exceeds 2.0. _____
- _____ Current CPR certification that will cover the time period of internship/practicum
- _____ Updated Resume (to be provided to site supervisor)
- _____ Reference letter, if required by agency (____ attached)
- _____ Individual Agency/University Contract signed by Agency authority. Contract is attached.
- _____ All three ECC's have been performed, documented, and approved (or permission of Assistant Chair).

Site supervisor must sign in space provided if any of the following prerequisites is waived by him/her.

- _____ Liability insurance obtained for the time period of internship/practicum _____
- _____ Immunizations are current; *i.e.*, Tuberculosis, Hepatitis, _____
- _____ Pennsylvania Child Abuse History Clearance _____
- _____ Request for Criminal Record Check _____

COURSE OBJECTIVES:

The Exercise Science Specialist internship is an experiential program that permits students to apply their academic training under the direction of credentialed professionals.

Specific ACSM knowledge, skills, and abilities (KSA's) that will be addressed in this course are:

1.7.32 Ability to communicate effectively with exercise participants.

Application and Registration Instructions

EXS 490 is an internship program for undergraduate students who major in the WCU Exercise Science program. Students are responsible for the on-site responsibilities agreed upon at the internship location *as well as a series of requirements for this course*, as explained below and in your syllabus. The internship application and contract must be approved by the Assistant Chair of the Exercise Science Division prior to beginning work for credit. If a separate contract is required by the internship site, the contract must be attached (assuming it has been previously approved by the WCU legal department). A total of 250 documented hours is required for the 6-credit course. Six credit hours are earned from the successful completion of the internship with a grade of C- or better.

APPLICATION AND REGISTRATION PROCESS

Step 1. Select internship site (agency). It is the student's responsibility to research available internship/practicum sites, and to select the most appropriate one, according to his/her career goals. Site must be approved by the Assistant Chair. It is advisable to explore several possibilities and to have interviews with more than one agency supervisor. It is very important that the site supervisor be formally trained, licensed, and/or certified .

Step 2. COMPLETE INTERNSHIP APPLICATION

The following additional FORMS may be obtained from the Kinesiology Department Secretary

- i. Pennsylvania Child Abuse History Clearance
- ii. Request for Criminal Record Check
- iii. Report of Tuberculin Skin Test

Step 3. Application and contract must be approved (signed) by the Assistant Chair, Exercise Science Division.

Two original copies: ___WCU ___Agency

Step 4. It is the student's responsibility to deliver application/contract packet to Kinesiology Department Secretary to be enrolled in EXS 490.

- Class enrollment – MS. RILEY WILL REGISTER YOU into the course when she receives the signed application packet
- The department secretary mails the midterm and final evaluation forms to the internship site supervisor
- Make sure you find out which academic supervisor has been assigned to you. This information should be provided in **myWCU**.

Step 5. Begin internship responsibilities and communicate with academic advisor on a weekly basis.

Step 6. Hand-deliver final internship portfolio to your academic supervisor when complete.

EVALUATIONS and ASSIGNMENTS:

Final Grades will be based on points earned using the following scoring rubric:

I. Midterm and Final Evaluations (40 = 20 + 20 pts)

During the internship period, your site supervisor will evaluate your work two times. You are responsible for ensuring that your onsite supervisor has received the evaluation forms. Your supervisor sends the evaluation forms directly to your academic advisor.

II. Weekly emails to your academic advisor (15 pts)

Your advisor needs to hear from you at least once per week. The email is a short paragraph describing your work. If there is a problem, do not hesitate to contact your academic advisor as quickly as possible.

III. Portfolio (45 pts)

At the end of the internship, submit your portfolio in a binder to your academic advisor. Your portfolio will be graded within one week of submission. You may pick up your work after grading. All materials will be removed and destroyed after one semester.

At the front of the binder, insert a cover page that includes

Your Name

Internship Site Name

Semester/Year enrolled

Submitted to

Your Academic Advisor's Name

Your portfolio includes the following sections:

- A. Internship Log** –You are responsible for maintaining a log detailing the work that you do at the internship. The log should include the days and hours that you work, a description of the project(s) you worked on that day, your contributions to the projects, and any personal reflections you wish to make on a daily basis.
– log of duties and responsibilities and time allotted adding up to 250 hours of work experience. (15 pts)
- B. Critique Paper** – At the end of the internship, write a final critique paper describing and evaluating the internship experience, focusing on what it has taught you about your field. Note: your critique is not graded on your opinion, but rather the depth of your discussion. There is no specific length of this paper. (15 pts)

The format for the paper is as follows:

- Introduction: Describe the internship and identify the major responsibilities
- Evaluation: This section will be the majority of your paper. Discuss in detail how well your coursework prepared you for this internship. What classes, theories and/or concepts were most helpful to you in this experience?
- Obstacles: Discuss any problems and how they were solved.
- Are you likely to be hired at this internship site? Why or why not?
- Would you recommend this internship site to other students? Why or why not?
- Recommendations: Discuss ideas for improving the internship program in general and your experience in particular.
- Answer the following questions:
 1. How did WCU prepare you for internship experience?
 2. What could you have done differently?
 3. What did you learn that helped you?
 4. What more could you have learned, and why?
 5. Any other personal notes
 6. Did you learn from your internship experience?
 7. What are your plans for the future?
 8. Were you offered a position at this facility?
 9. If so, are you accepting the position?

C. Case Study – follow one person (15 pts)

1. Clearance
2. History
3. Diagnosis, if clinical
4. Exercise tests results
5. Exercise prescription
6. Treatments, medications, and modalities used, if clinical
7. Progression and evaluation of progress
8. Patient/Client confidentiality has been maintained

GRADING SCALE (Refer to the University Catalog for details.)

GRADE	UNDERGRAD SCALE	CRITERIA
A A-	93-96 90-92	The highest level of performance showing sustained excellence in meeting all course requirements and exhibit an unusual degree of intellectual initiative; above and beyond expectations
B+ B B-	87-89 83-86 80-82	A high level of performance showing <i>consistent</i> and effective achievement in fulfilling the course requirements
C+ C C-	77-79 73-76 70-72	An <i>adequate</i> level of performance, meeting the basic requirements of the course. The completion of all assignments on time is a minimum requirement for the course
D+ D D-	67-69 63-66 60-62	Less than adequate performance of the minimum course requirements
F	<60	Failure to meet adequate performance of the minimum course requirements

ACCOMODATIONS FOR STUDENTS WITH DISABILITIES:

“We at WCU wish to make accommodations for persons with disabilities. Please make your needs known by contacting your instructor and/or the Office of Services for Students with Disabilities at Ext. 3217. Sufficient notice is needed in order to make the accommodations possible. The University desires to comply with the ADA of 1990.”

ACADEMIC HONESTY POLICY:

The University Academic Honesty policy will be observed as published in the university catalog.

On Campus Emergency call x3311

COURSE SCHEDULE

To be discussed and agreed upon among the 1) student, 2) site supervisor, and 3) academic supervisor, and approved by the 4) Assistant Chair.