**EXSC 479: INTERNSHIP CHECKLIST**

\*\*PLEASE REVIEW ALL RESOURCES BEFORE EMAILING MRS. GIBSON\*\*

# RESOURCES

USG Exercise Science Internship Website:

<https://www.shadygrove.umd.edu/academics/degree-programs/bs-exercise-science/internship>

# TO DO

1. Application for Internship

1. Link found on website
2. This will generate your Permission Code to enroll before open enrollment

2. Site Demographics Survey: Telling us your Internship Site and Contact information

 a. Link found on website

3. Enroll for Internship Credits

1. Use Permission Code to Enroll
2. Select the number of credit hours you are taking Prior to enrolling (3-10 credits). This is a drop down selection on Gullnet.

# REQUIRED DOCUMENTATION FOR INTERNSHIP

Give to Mrs. Gibson

1. Site Agreement Form *(Found in Manual and Website)*
2. Copy of Current CPR: must be current entire duration of Internship dates
3. Signed Waiver Form from Health Services *(found on website)*

Must Provide the Following to Health Services or have done at Health Services and have them sign the Waiver form:

1. Current Vaccinations
	1. PPD (within last 12 months)
	2. Hep B (all Three in series)
	3. MMR
	4. Tetanus
2. Current Physical *(within last 12 months)*
3. Current Flu Shot if interning at a clinical location where required

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\*\*\*\*MUST get official notification from Internship Coordinator to begin Intern hours

**DUE DATES**

# WINTER

NOV 1: Application Survey for Permission Code

NOV 15: Demographic Survey for Internship sites w/o a current contract

DEC 1: Packet of required paperwork (CPR, VACCINATIONS, ETC)

# SPRING

NOV 15: Application Survey for Permission Code

DEC 1: Demographic Survey for Internship sites w/o a current contract

DEC 15: Packet of required paperwork (CPR, vaccinations, etc)

# SUMMER

APRIL 1: Application Survey for Permission Code

APRIL 15: Demographic Survey for Internship sites w/o a current contract

MAY 1: Packet of required paperwork (CPR, vaccinations, etc)

# FALL

APRIL 15: Application Survey for Permission Code

MAY 1: Demographic Survey for Internship sites w/o a current contract

MAY 1: Packet of required paperwork (CPR, vaccinations, etc)