

Clinical Exercise Physiology—MS: Internship information
EXSS 774 (Clinical Internship), 3 credits

The deadline for application to do an internship is as follows:

- Fall semester: June 25th
- Spring semester: December 1st
- Summer semester: April 1st

After your internship application is submitted, you will receive a permission number from the internship coordinator/program director. Before beginning your internship, you must have your materials submitted AND be registered for the course in eSIS.

Internship administrative steps:

1. Download the internship application from HHP website (under “Student information,” then “Forms.”)
2. Turn in the application form AND a copy of your immunization record to the internship coordinator/program director **before the deadline**. If you wait until the semester has started, you may not be eligible to complete your internship.
3. Be sure all your vaccinations are up to date; see last page of the handbook for specifics. If your internship site has other specific requirements, you may be required to get them at your own expense.
4. You will be emailed/given a permission number to register for the class after your paperwork is submitted. For students who are completing a thesis, 3 credits of EXSS 774 are required; students who have not begun/completed a thesis must register for 6 credits. Following registration for the course on eSIS, you will receive further information from the Dean’s office, with instructions on completing a background check. If the background check is not completed within a timely manner, you may be dropped from the course.
5. Following the completion of your internship, ask your site supervisor to fill out the **exit interview (supervisor version)**. You will also complete an **exit interview (student version)**, to evaluate how well the program prepared you for success in your internship and for the Clinical Exercise Physiologist (ACSM-CEP) exam. Both of these forms may be found on the HHP website, as well as on the EXSS 774 Canvas page. The completed surveys should be submitted to the internship coordinator/program director, when all internship hours have been finished. If materials are not turned in before the end of the term, students may receive an “I” for their internship grade