Internship in Physical Education

Manual for Student

Academic Year 2016 - 2017

University of Northern Iowa

School of Kinesiology, Allied Health and Human Services
Division of Physical Education, WRC 105
Cedar Falls, IA 50614-0241
Phone: (319) 273-2613 | Fax: (319) 273-5958
PEMES 3197 - INTERNSHIP IN PHYSICAL EDUCATION
MOVEMENT AND EXERCISE SCIENCE MAJOR

Description: Comprehensive practical experience in which the student applies course work in an agency commensurate with degree options. Offered on Credit/No Credit basis only.

Required: 4 credit hours of internship in Physical Education, PEMES 3197
(Note: 1 credit hour of internship = 45 working hours)
2 credit hours in Senior Project, PEMES 3191-02

Credit Hours: 1-12 credit hours are available. If you need more than the required credit hours as listed above, discuss this with your Faculty Internship Supervisor.

UNI Faculty Internship Supervisor:
M. Jane Toerner
WRC 143
jane.toerner@uni.edu

Prerequisites:
1) Must be at least junior standing, have all major course work completed, and have a 2.5 GPA in the major.
2) You must have a current certification in Standard First Aid and Community CPR by classroom instruction only (no online courses allowed).
3) You must have liability insurance in place. If your internship site does not provide you with adequate liability insurance (coverage of $1,000,000/$3,000,000), you need to purchase student liability insurance from ACSM (instructions in student manual).
4) You must secure your own internship site outside of your current place of employment. (A list of possible internship types is listed on the website noted below under Internship in Physical Education Website Listings & Opportunities.

Placement Materials need to be turned in to Jane Toerner, the UNI Faculty Internship Supervisor, by the following dates:

MAY 1 - for FALL SEMESTER
OCTOBER 15 –for SPRING Semester
MARCH 15 – for SUMMER Session

For Summer Session Registration – You must have an add slip signed by Jane Toerner, the UNI Faculty Internship Advisor to be enrolled.

Download and print off the following manuals single-sided from the website for Kinesiology, Allied Health and Human Services under Academic Divisions/Division of Physical Education/Forms for Students:
1) Student Manual - Internship in Physical Education
2) Site Supervisor Manual – Internship in Physical Education
Movement and Exercise Science Major
PEMES 3197 – Internship in Physical Education
Internship Policies

**Purpose of the Internship**

The internship is designed to enhance the student’s professional preparation by providing an opportunity to work in an exercise science setting. The experiences of the internship should meet the following objectives:

1. To enable the student to understand and appreciate the responsibilities and professional skills of personnel who work in exercise science settings.
2. To provide an assessment of the student’s development in the use of general and professional knowledge and skills.
3. To use external professionals in assessing the effectiveness of the student’s performance and preparation.

**Role of the Student**

1. Complete all forms for placement.
2. Obtain and show proof of liability insurance.
3. Follow the administrative policies of the internship site.
4. Obtain necessary and appropriate equipment.
5. Be responsible for arriving and reporting to the designated individual at the specified time. If the student will not be at the designated location at the specified time, he/she must notify the on-site supervisor (or designated individual) and the internship supervisor.
6. Dress appropriately for the work experience. The student will be expected to maintain a conservative and professional personal appearance at all times. Flip-flops, cut-offs, t-shirts and sweatshirts with holes in them are not considered appropriate.
7. Complete all of the assignments specified as the requirements of this course and any other activities deemed appropriate by the on-site supervisor.

**Role of the Faculty Internship Supervisor**

1. Monitor the student’s progress through regular communication with the student and/or on-site supervisor.
2. Conduct regular meetings on campus as deemed necessary.
3. Approve internship site placement and verify that the student has met all prerequisites prior to starting the internship.
4. Remove internship student from a site upon the request of the on-site supervisor.
5. Assign a grade of credit/no credit upon completion of the program.
Internship Policies continued

**Role of the Onsite Supervisor**

1. Orientation of the student: The first days on the job should be spent in orientation. The exchange of information should be beneficial to both parties in that the student will be given a complete introduction to the overall expectations of the on-site supervisor.

2. Participate in conferences with the faculty of the University as deemed necessary and desirable concerning the program and/or the student’s progress.

3. Provide facilities and resources for students’ participation and/or observation as permitted by the facility.

4. Afford the student course-related training opportunities that resemble on-the-job duties of a regular employee whenever possible.

5. Terminate any Internship placement if the student does not conform to the facility, and/or is unable or unwilling to meet the expectations and/or the requirements of the placement. However, prior to or immediately following any such termination, the Faculty Internship Supervisor must be notified.

**General Internship Information**

In an attempt to ensure that the internship experience is a successful experience for everyone involved, certain prerequisites and procedures have been designed. The student must meet the prerequisites and follow the correct procedure before he/she will be allowed to enroll in the internship course.

**Prerequisites**

- Successful completion of all course work with a cumulative GPA of 2.5 in the major
- Current Certification in Standard First Aid Community CPR
- Consent of Internship Coordinator

**Placement Procedures**

1. Meet all of the prerequisites.

2. Obtain permission from academic advisor to enroll in the internship.

3. Purchase and obtain proof of professional liability insurance. Liability insurance can be obtained through membership with the American College of Sports Medicine (www.acsm.org).

4. Obtain an acceptable internship position.

5. Complete and return placement materials and proof of liability insurance to the internship supervisor by the following dates:
   a. Fall Semester  May 1
   b. Spring Semester  October 15
   c. Summer Session  March 15
Internship Policies continued

**Evaluation and Grading**

The grade for the internship is on a credit/no credit basis. Credit for the class will be determined by the completion of the minimal required number of hours, the quality of work on the assignments, and the following evaluations:

1. **On-site Supervisor**
   - a. Evaluation of Assignments/Projects
   - b. Complete Evaluation Forms
   - c. Conference with UNI faculty supervisor when necessary

2. **Internship Supervisor**
   - a. Evaluation of the student’s notebook
   - b. On-site observations
   - c. Evaluation of the quality and appropriateness of assignments, presentations, and special project

**Required Student Assignments**

1. **Orientation Assignment** - After the orientation with the on-site supervisor, the student will provide a detailed TYPED summary of the orientation session. The summary should include duties, site procedures, expectations, limitations, etc. The student will have the summary signed and dated by the on-site supervisor and will be turned into the faculty supervisor by the end of the first week of the internship experience.

2. **Notebook** - The notebook is considered an important part of the internship experience because it will serve as a record of all the things that you have accomplished at your internship site. Care should be taken to keep the notebook up to date. Notebooks will be evaluated periodically throughout the semester and at the end of the semester. The notebook should be in a three-ring binder and should be well organized with section dividers. The contents of the notebook should follow the notebook evaluation form in the Appendix:
   - a. Timesheet and schedules – Time sheets can be found in the Appendix, and should be initialed by the on-site supervisor weekly.
     
     A copy of the schedule should be provided to the internship supervisor as soon as possible. Any changes to the schedule need to be reported to the internship supervisor immediately.
   
   - b. List your skills and proficiencies. TYPE a detailed list of 1) skills you learned in academic classes and came into the internship with as well as 2) a list of skills and proficiencies you acquired as you went through the internship process.
   
   - c. Daily Responsibilities Journal – Notes documenting your experience should be included. Problems, techniques or your own personal growth as a professional are possible entries in the journal.
Internship Policies continued

d. Special Project – The special project should be the project itself or a typed discussion of the project (in clinical settings this may be a research paper). The on-site supervisor and the Faculty Internship Supervisor must approve projects. Projects must be above and beyond regular internship duties.

e. Miscellaneous Materials – Handout material, interesting articles, or other pertinent information that are received during the internship experience should be included.

3. Presentation – The presentation should be a 12 to 15 minute professional oral presentation of the student’s special project and internship experience. The presentation should be well organized and should include audio-visual materials (transparencies, PowerPoint, video, hand-outs, etc.)

The presentation is presented during the internship and evaluated by the site supervisor. The evaluation form is the Presentation Rubric, Appendix B.

4. Completion of the required hours – The student must complete a minimum of 45 contact hours per credit hour. Specific work times are to be arranged between the student and the on-site supervisor. The contact hours may not be completed in less than an 8-week or half semester time period.

The student must be prompt, reliable and professional in the internship placement. The student should not be absent or tardy to his/her internship site unless it is an extreme emergency.

The student must dress appropriately for the work experience. The student will be expected to maintain a conservative and professional personal appearance at all times. Flip-flops, cut offs, t-shirts and sweatshirts with holes in them, for example, are not considered acceptable.

5. Additional Assignments required by the site.
INTERNSHIP IN PHYSICAL EDUCATION

PEMES 3197

APPENDIX A (Placement Materials)

Placement Materials Checklist

Directions for Liability Insurance

Internship Eligibility Form

Placement Information Form
PEMES 3197 - INTERNSHIP IN PHYSICAL EDUCATION
PLACEMENT MATERIALS CHECKLIST

Please initial each completed item and place this form in the front of all Placement Materials. Keep one copy of all materials for your notebook and the originals are given to your Faculty Internship Supervisor prior to the start of the internship.

- Download a copy of your ADVISING REPORT (DEGREE AUDIT)
- Download the INTERNSHIP IN PHYSICAL EDUCATION MANUAL FOR STUDENT
- Have a copy of your RESUME
  - Complete the INTERNSHIP ELIGIBILITY FORM
  - Complete student information and current GPA
  - Signature and date of Academic Adviser
  - Signature and date of Faculty Internship Supervisor
- Secure an Internship Site
- Complete the PLACEMENT INFORMATION FORM
- Meet with your Faculty Internship Supervisor
- Provide copies of CPR/FIRST AID (front and back sides of card)
- Provide copies of any other certifications/membership
- Provide PROOF OF LIABILITY INSURANCE:
  Professional Work General Liability Insurance (Copy of confirmation/Verification from ACSM/F.T. Jones Co. Hayes Affinity Solutions)

 OR

Copy of Insurance Certificate or Insurance Information from Internship Site

Name of Insurance Company ________________________________
Policy Number ________________________________
Amount of Coverage ________________________________
Effective Date of Coverage ________________________________
Coverage Termination Date ________________________________
DIRECTIONS FOR ACSM STUDENT MEMBERSHIP
AND
FORREST T. JONES STUDENT LIABILITY INSURANCE

www.acsm.org – ACSM STUDENT MEMBERSHIP – MUST Register to be a Member to get Insurance!!

- Go to the acsm.org home page and in the left column (grey) under participate
- Click JOIN/RENEW
- Under ACSM Membership you may Click to join online or join via Mail or FAX
- Read and decide on either OPTION 1 or 2
- Click the appropriate student category link which takes you to the student application
- Keep a copy of your application
- If applying online, you will also set up your log in and password information
- When you receive a confirmation e-mail PRINT and SAVE it with your Important Internship Papers and Documents

https://acsm.haysaffinity.com/
Apply for your insurance 20-30 days prior to the placement materials deadline!
The insurance is good for 1 year.

This link is to ACSM/FTJ /Hays Affinity (Access to Professional Liability Insurance Online Application – Click on the link and then click Insurance Application (the gray box on the right side of the screen).

- Students must first be a student member of ACSM as the insurance form will ask for their ACSM student ID#. (If NOT, go back to www.acsm.org and register!)
- Section I: Where it states Company (first box) put University of Northern Iowa.
- Section II: State NO to group/entity. You are an individual applying!
- Section III: Employment / Occupation Information: UNDER Employment Status - select Student, and it automatically changes to Student Application questions.
- When complete, select SUBMIT, and you will receive a confirmation #.
- An emailed quote will be sent to you giving you the ability to purchase the insurance via credit/debit card (or mail in your payment). All correspondence will be emailed to you.
- Be Sure to Choose an Occupation (even though you are not currently in that occupation, pick an occupation most closely related to your internship duties. Example: Personal Trainer). This will speed up the process and allow the underwriter to give you an appropriate quote for your premium. Student Premiums usually range from $70 - $95.
- Be sure to select IOWA as the primary state with 50613 or 50614 as the zip (for UNI).
- Download and SAVE a copy of your Application.
- PRINT and SAVE All Correspondence pertaining to your insurance and include with your placement materials.
**PEMES 3197 - Internship Eligibility Form**

**MUST HAVE A 2.5 GPA IN THE MAJOR TO BE ELIGIBLE FOR INTERNSHIP!**

Internship Student Fill Out The Following:

Name: ___________________________________  UNI ID #: ________________________

Age: _______  Sex: _______

Home Address: ________________________________________________________________

Phone: ___________________________  Email: _______________________________________

Semester of Internship: _________________________________________________________

Internship Site: ________________________________________________________________

**Employment History:** List your employment history in chronological order (most recent employment listed first):

<table>
<thead>
<tr>
<th>Employed From</th>
<th>Employed From</th>
<th>Employer Name/Address</th>
<th>Job Title/Position</th>
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Have you ever been removed or dismissed from any position? _______  (Yes/No)

If yes, explain: ________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

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Student Signature ___________________________________________________________________ Date __________

**Academic Advisor Fill Out and Sign Below and P.E. Faculty Internship Supervisor Must Also Sign:**

Major GPA: _____  UNI GPA: _____  Has student completed all major coursework?  (Yes/No)

______________________________________________________________________________

UNI Academic Advisor Signature ___________________________________________________________________ Date __________

______________________________________________________________________________

UNI P.E. Faculty Internship Advisor Signature ___________________________________________________________________ Date __________
PEMES 3197 - Internship in Physical Education
Placement Information Form

NOTE: This form MUST accompany all placement materials!

Student Name ______________________ Email ______________________
Student UNI ID Number ____________ Cell Phone ______________________

Course Semester/Year: (circle one)  Fall  Spring  Summer * _______ (year).

* For summer sections, register through Continuing and Distance Education, 13 CEEE (East on University Ave, turn Right [south] onto Campus Street) with a SIGNED ADD SLIP (take AFTER Spring Break Week).

Course Number and Section Number ______________________________________
Credit hours (number) __________________________________________________
Academic Advisor ______________________________________________________
Faculty Internship Supervisor _____________________________________________
Site of Internship ______________________________________________________

Site Supervisor Contact Information:

Facility ________________________________________________________________
Facility’s Web Site Link ________________________________________________
Site Supervisor (print name) _____________________________________________
Site Supervisor (signature) _____________________________________________

Email __________________________________________________________________
Address ______________________________________________________________
______________________________________________________________________
Phone __________________________ Fax ________________________________
INTERNERSHIP IN PHYSICAL EDUCATION

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APPENDIX B (Forms Used During Internship)

Notebook Evaluation Form

Student’s Internship Time Sheet

Presentation Rubric

Student Internship Evaluation Form
# PEMES 3197 - Internship in Physical Education

## Notebook Evaluation Form

<table>
<thead>
<tr>
<th>Name ____________________________</th>
<th>Semester ____________________</th>
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<table>
<thead>
<tr>
<th>ITEMS</th>
<th>POINTS VALUE</th>
<th>POINTS</th>
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<tbody>
<tr>
<td><strong>PLACEMENT PROCEDURES</strong></td>
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<tr>
<td>Placement form (from policies packet)</td>
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<td>Resume</td>
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<td>Proof of Liability Insurance</td>
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<td>Memberships and Certifications</td>
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<td><strong>ORIENTATION ASSIGNMENT</strong></td>
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<td>Duties</td>
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<td>Procedures</td>
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<td>Expectations</td>
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<td>Limitations</td>
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<td>Typed, Signed and Dated by Supervisor</td>
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<tr>
<td><strong>NOTEBOOK</strong></td>
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<td>Timesheet</td>
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<td>Schedule(s)</td>
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<td>Typed List of Skills and Proficiencies</td>
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<td>Typed Daily Responsibilities Journal</td>
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<td>Typed Weekly Email Update to</td>
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<td>Faculty Internship Supervisor</td>
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<td><strong>SPECIAL PROJECT</strong></td>
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<td>Above and beyond normal</td>
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<td>Responsibilities</td>
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<td><strong>PRESENTATION</strong></td>
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<td>Site supervisor to evaluate presentation</td>
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<td>of the Special Project (12-15 min.)</td>
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<td>Well organized</td>
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<td>Audio-visual material</td>
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<td>Power Point</td>
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<td>Video</td>
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<td>Handout(s) etc.</td>
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<td><strong>MISCELLANEOUS MATERIALS</strong></td>
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<td>Handout materials received</td>
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<td>Interesting articles/research articles</td>
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<td>Policies or forms used</td>
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<td>Other information</td>
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<td><strong>Total Points</strong></td>
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**Overall Evaluation from Site Supervisor**

**Presentation Evaluation from Site Supervisor**

**Notebook Evaluation from Faculty Internship Supervisor**

**Credit (CR) _____ No Credit (NC) _____**

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Division of Physical Education • WRC 105 • Cedar Falls, Iowa 50614-0241 • Phone: 319-273-2613 • Fax: 319-273-5958
PEMES 3197 - Internship in Physical Education
Student’s Internship Time Sheet

Internship on-site Supervisor *must* initial the student’s time sheet for proof of hours worked.

<table>
<thead>
<tr>
<th>Week</th>
<th>Monday</th>
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<th>Saturday</th>
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<th>Hours Worked</th>
<th>Initials</th>
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Total Hours →
# PEMES 3197 - Internship in Physical Education Presentation Rubric

Student’s Name ___________________________________________ UNI ID # __________

Presentation Title or brief description ______________________________________________________

_____________________________________________________________________________________

Special Project Title or brief description ____________________________________________________

_____________________________________________________________________________________

**Rate the presentation on a scale of 1 – 4 as noted in each category:**

<table>
<thead>
<tr>
<th>Category</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organization</strong></td>
<td>Not organized</td>
<td>Some organization</td>
<td>Mostly organized</td>
<td>Very organized</td>
</tr>
<tr>
<td><strong>Clarity</strong></td>
<td>Not clear at all</td>
<td>Confusing</td>
<td>Somewhat understood</td>
<td>Very easily understood</td>
</tr>
<tr>
<td><strong>Information</strong></td>
<td>Too much irrelevant information</td>
<td>Some irrelevant information</td>
<td>Generally relevant</td>
<td>All information was relevant</td>
</tr>
<tr>
<td><strong>Quality of Visual Aids/Handouts</strong></td>
<td>No visual aids/handouts</td>
<td>Irrelevant or poor quality (hard to read)</td>
<td>Visual aids/handouts were relevant and of good quality</td>
<td>Visual aids/handouts were well prepared and creative</td>
</tr>
<tr>
<td><strong>Overall Presentation</strong></td>
<td>No enthusiasm or not well prepared</td>
<td>Prepared but read the entire presentation</td>
<td>Prepared and presentation was not completely read</td>
<td>Very well prepared, creative and enthusiastic</td>
</tr>
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**Comments:**

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Suggested Grade: ________________

Site Supervisor/Evaluator’s Name: ________________________________

Signature of Site Supervisor/Evaluator ___________________________ Date ______________________
PEMES 3197 – Internship in Physical Education
Student Internship Evaluation Form

Student’s Name: ____________________________________________________________

Evaluator’s Name: __________________________________________________________

Organization where internship was conducted: _________________________________

________________________________________________________________________

Please return to ______________________ by ______________

Faculty Internship Supervisor Date

To be completed by the Internship on-site Supervisor.

Rate the student on the following items. Use a scale from 1 (low, never) to 5 (high, always). If any of the questions are not applicable, use NA for the rating.

_____ 1. Appeared well groomed and appropriately dressed for work.

_____ 2. Was able to handle petty annoyances.

_____ 3. Was sincerely interested in clientele with whom (s)he came in contact.

_____ 4. Displayed confidence when presenting instructions or materials.

_____ 5. Acted interested and enthusiastic about work and assignments.

_____ 6. Was courteous to students, to co-workers, and to superiors.

_____ 7. Had a good speaking voice, and could be heard and understood easily by everyone.

_____ 8. Shared ideas and methods with co-workers and superiors.

_____ 9. Accomplished tasks and responsibilities assigned to her/him.

_____ 10. Practiced regular and punctual attendance.

_____ 11. Was dependable.

_____ 12. Displayed an open mind to new methods and techniques.

_____ 13. Followed directions without repeated instruction.

_____ 14. Supported the accepted policies of the organization without resistance.

_____ 15. Went out of her/his way to help others or to volunteer assistance.

_____ 16. Demonstrated her/his ability to write reports or follow instruction sheets.

_____ 17. Practiced grammatically correct English.

_____ 18. Possessed sufficient mastery of the basic skills connected with the teaching phase of her/his work.

_____ 19. Made an effort to add to his/her knowledge through reading materials and attending extra meetings.

_____ 20. What grade (see next page) would you assign the student for her/his internship experience?
A = Excellent  
B = Above Average Competency  
C = Average Competency  
D = Below Average Competency  
F = Failure  

**General Comments:**

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Signature of Site Supervisor/Evaluator _______________________________  
Date _______________________________
INTERNERSHIP IN PHYSICAL EDUCATION

PEMES 3197

APPENDIX C (Forms Used at the End of Internship)

Internship Checklist

Internship Outcome
PEMES 3197 - Internship Checklist

_____ Work with Faculty Internship Supervisor to complete all Placement Material requirements.

_____ Prepare a manila file folder for your Faculty Internship Supervisor (example in WRC 105). Label this folder with: Your Name, Student ID Number, Semester and Year, Faculty Internship Supervisor name, and the name of Internship site and location.

_____ Place these documents in the file folder in the following order:
  - Placement Materials Checklist
  - Advisement Report
  - Current Resume
  - Internship Eligibility Form
  - Placement Information Form
  - Proof of Liability Insurance (Submit online).
  - Copy of CPR and First Aid Certifications and any other memberships or certifications (these must be valid for the duration of your Internship; get recertified if necessary)

**Note:** The file folder must be finalized with your Faculty Internship Supervisor prior to starting the Internship. Keep a copy of everything for yourself and your Site Supervisor in the front of your Internship Binder/Notebook. Your Internship site may have specific requirements and paper work above and beyond the UNI Requirements. These must also be finalized with the Faculty Internship Supervisor prior to starting the Internship.

_____ Purchase a Binder/Notebook with Dividers. Label a title page with your name, student ID number, semester and year, Faculty Internship Supervisor name, and name of Internship site and location. Place copies of the documents listed above in the binder. Also, obtain your Faculty Internship Supervisor’s contact information: Address, phone, fax, email, etc. and keep this in your Notebook. **ABSOLUTELY NO SHEET PROTECTORS IN YOUR NOTEBOOK/ BINDER!!!**

_____ Make an appointment with your Faculty Internship Supervisor to turn in your file folder and finalize your placement and starting date.

_____ Organize your Binder/Notebook Dividers in the order of the Notebook Evaluation Form.

_____ **On-site Orientation** must be completed during the first few days of your Internship. Orientations are usually thorough and somewhat time consuming. Keep specific information and any handouts, site policies or procedures with your orientation assignment. Send a regular copy of the orientation assignment to your Faculty Internship Supervisor during the first week. Keep the signed/dated original in your Notebook.

_____ Keep a Daily **TYPED** Internship Journal.

_____ Keep your Time Sheet current and signed weekly.

_____ E-mail your Faculty Internship Supervisor weekly with your TYPED daily journal entries and any questions (jane.toerner@uni.edu).
Internship Checklist continued

____ Meet early in the Internship with your Site Supervisor to determine your Presentation and Special Project. They may be linked together or separate depending on the Site Supervisor’s requirements, interest or need.

____ Presentation Rubric Form is Completed by your Site Supervisor and placed in the front of the Internship Binder/Notebook.

____ Student Internship Evaluation Form is Completed by your Site Supervisor and placed in the front of the Internship Binder/Notebook.

____ Internship Outcome Form completed by YOU and placed in the front of the Internship Binder/Notebook.

____ Notebook Evaluation Form is placed in the front of the Internship Notebook for the Faculty Internship Supervisor.

____ Completed Notebook – dropped off in WRC 105 ON OR BEFORE THE LAST WEEK OF SCHEDULED CLASSES in order to receive your grade on time. Summer drop off is in WRC 203 ON OR BEFORE THE LAST WEEK OF SCHEDULED Summer Classes in order to receive your grade on time. The Notebook will be returned to you after your Faculty Internship Supervisor has read and graded it.
PEMES 3197 – Internship in Physical Education

Internship Outcome

Name: ____________________________________________________________

Student #: _______________________________________________________

Semester: _________________________________________________________

Internship Site: ___________________________________________________

Student’s Forwarding Email: _________________________________________

Upon completion of my internship I will:

(Check one)

___ Seek employment in my major course of study, Movement and Exercise Science.

___ Seek employment in another area.

___ Have already obtained employment.

___ Will continue in the education process:

    ____ Another area of study
    ____ Graduate school
    ____ Other

Explanation of future plans:

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