

INFORMATION ABOUT ACQUIRING AND REGISTERING FOR AN INTERNSHIP

1. Students should meet with Dr. Bob Kostelnik 4 – 6 months prior to searching for an internship site to discuss possible locations.
2. Internship can be paid or unpaid.
3. A **three credit** internship requires a MINIMUM of 120 hours of work at the site. Most internship sites will require more hours.
4. Undergraduate students are required to enroll in HPED 319 Pre-Professional Experience (3 credits) and HPED 493 Internship (3 credits) to complete the course requirements for the program
5. Graduate students are required to enroll in HPED 698 Internship (3 credits).
6. All internships must be approved by Dr Bob Kostelnik.

ITEMS NECESSARY TO REGISTER FOR INTERNSHIP CREDITS

1. Acceptance by a site previously discussed with an IUP faculty member
2. **Completion of HPED Department Internship application**
3. **Completion of the internship application as required by the College of Health and Human Services.**
4. **Proof of CPR certification (photocopy of card)**
5. **Fee for liability insurance (\$20 Cash)**

RESPONSIBILITIES OF INTERNSHIP SITE SUPERVISOR

1. Set work tasks for intern to gain knowledge and experience.
2. Complete Mid Term Internship Evaluation form.
3. Complete Final Internship Evaluation form.