

EXSC / HHPF INTERNSHIP CHECKLIST

RESOURCES

1. SU/ USG Website: search “Exercise Science Internship”
2. Join text App for notifications: send message @exscintern to 81010

TO DO

1. Application survey for Internship: (*Due May 1 for Summer and Fall interns, Nov. 1 for Winter and Spring interns*)

https://salisbury.co1.qualtrics.com/jfe/form/SV_1LVdcg77h8AtrWB

- You will be auto enrolled in the credit amount selected in the application and further communication from your Internship Coordinator will be made.

2. Site Agreement Form completed by your internship site (found on website)
3. Internship Site information Survey: (*Due May 1 for Summer and Fall interns, Nov. 1 for Winter and Spring interns*)

https://salisbury.co1.qualtrics.com/jfe/form/SV_ac55lQjWgTvBVwF

4. Gather all Required documents/ information for Internship approval. All documents will be submitted on My Classes.

1. Site Agreement Form (*Found on Website*)
2. Copy of Current CPR: must be current entire duration of Internship dates (only American Heart Association, AHA, or American Red Cross is acceptable)

3. Health Requirements:

- Confirm all University required immunization records are satisfied in your Student Health Portal.

<https://www.salisbury.edu/administration/student-affairs/student-health-services/examinations.aspx>

- Confirm all information is current within the last 12 months for your PPD/ TDAP screening on your Student Health Portal
- Complete a yearly physical exam and have the Physical Exam Verification form completed by your provider. (form found on website)

****You will submit your Site agreement form, CPR card, and Physical Exam verification form on the course Canvas page: available 1 month prior to semester start.**