

Syllabus for
HLSS 481—Internship in Health and Exercise Science
2-12 Credit Hours
Spring 2024

I. COURSE DESCRIPTION

Involvement in organizing and administering health fitness and physical therapy programs in one of several settings: health clubs, YMCAs or YWCAs, corporations, and medical facilities. (Credit varies according to the internship. The HLSS Department chair and the student's advisor must approve the number of credit hours.)

Prerequisites: HLSS 324, 402, 412, plus HLSS major or minor and senior status.

II. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student-intern will be able to do the following:

- A. Describe the varied methods and approaches to program planning, staffing, supervision, maintenance, and administration.
- B. Successfully work with individual club members and patients in a way that fosters cooperation and mutual respect for individual differences and ideas.
- C. Act as a role model to others, representing Christian values and professionalism in the fitness field.
- D. Conduct appropriate assessment and screening tests to evaluate participants for the purpose of creating specific exercise and or rehabilitation programs based on assessment.
- E. Evaluate personal effectiveness as a practitioner and identify present skills as well as areas that need to be strengthened, as demonstrated by self-evaluation and evaluation by the agency supervisor.
- F. Work independently and complete a task in a responsible professional manner, as demonstrated by completing the tasks as assigned by the agency supervisor.
- G. Describe experiences in motivating clients toward a better lifestyle of health fitness and productive use of leisure time as demonstrated by a positive enthusiastic attitude toward exercise and the desire to help others achieve a good level of health fitness.

III. ASSOCIATED PROGRAMS

This course meets degree completion requirements for the Health and Exercise Science program.

- 1. Use critical thinking skills within the content of the field of health and exercise.
- 2. Apply technology to test, measure, and assess physical fitness and health.
- 3. Apply current research findings to issues in the field of health-fitness, exercise science, and sport.

4. Design exercise programs for healthy and special populations based on ACSM guidelines.
5. Assess readiness for exercise participation by using appropriate screening and referral protocols.
6. Apply problem solving and critical thinking skills to demonstrate knowledge in the fields of exercise science, physical therapy, sports medicine, and occupational therapy.

IV. UNIVERSITY OUTCOMES

This course aligns with the following University Outcomes as indicated on the last page of this syllabus:

- A. Spiritual Integrity
- B. Personal Resilience
- C. Intellectual Pursuit
- D. Global Engagement
- E. Bold Vision

V. TEXTBOOKS AND OTHER LEARNING RESOURCES

Required Materials

1. Textbooks
None
2. Other
None

VI. POLICIES AND PROCEDURES

- A. Department Policies and Procedures
 1. Attendance
 - a. Students are expected to attend and participate in all class activities unless administratively excused. Participation points are awarded for activities done in class.
 - b. Administratively excused absences for university-sponsored activities are considered absent unless the student has done the following:
 - (1) Informed the professor before the event.
 - (2) Presented an administrative excuse form with appropriate signatures upon returning to class.
 - (3) Submitted any work due during the administratively excused absence.
 - (4) Has not committed to class presentation on the date that the student will be gone. Makeup work is not permitted if the student voluntarily committed to a presentation during the excused absence.
 - (5) Submitted work prior to the excused absence.

- c. Coming late to class is a distraction to the other students and the instructor. Being tardy may result in a deduction of participation points that are awarded for being in class on time and completing the work as instructed.
- d. Appropriate clothing should be worn at the internship site. Student must visit with site supervisor to determine what constitutes “appropriate” dress code.

B. Course Policies and Procedures

1. Completion of a Course

All assignments are due on the dates assigned by Professor Jost and announced in class. Any assignment received after the due date will be given ½ credit.

2. Communication

Professor Scarlet Jost’s contact information: sjost@oru.edu, her ORU office phone number 918.495.6821 and office hours are posted on her door.

3. Incompletes

- a. An Incomplete or Extension of an Incomplete is given only after the student establishes, with the instructor and the department chair by an online “Petition for Incomplete or Extension of Incomplete” form, that his or her work is incomplete for good cause (i.e., lengthy illness, death in the family). Petition for an Incomplete Grade with all supporting documentation must be submitted for approval at least one week prior to the last day this class meets.
- b. It is the student’s responsibility to meet with the instructor and complete (if approved) all course-required work by the following semester.

4. Examinations

None.

5. Course Grading

The following materials are required and are utilized in the assignment of a course grade. The University Supervisor, Professor Jost, and agency supervisor may request additional materials as well. A major value will be weighed on submitting all paperwork and assignments on time and of a professional quality.

a. Grading summary and scale:

	<u>Points</u>
Class 1 Participation	10
Class 2 Participation	10
Internship Contract	10
Internship Logs (Weeks 1 – 16)	160
Mid-Term Evaluation (Progress Report)	100
Final Evaluation (Progress Report)	200
Professional Assessment (WPA’s)	20
Final Internship Paper	20
Internship checklist	<u>10</u>
Total Points	540

b. Total Points possible in class = 540

A = 90%	486-540
B = 80%	432-485
C = 70%	378-431

D = 60% 324-377
F = 59% and below 323 - below

6. Evaluation Procedures (**do not email assignments**)
- (a) Attendance at the first two classes is **REQUIRED FOR EVERY SEMESTER**.
 - (b) Pre-internship forms (forms must be completed **BEFORE BEGINNING** the internship)
 - (1.) “Request for Internship Placement” – This form should be completed by the intern with a hard copy given to the ORU internship supervisor **BEFORE** internship hours can begin.
 - (2.) “Internship Contract” – This contract should be completed by the student-intern and the agency supervisor. The agency supervisor should fill out the “Description of Activities” section on this contract.
 - (a.) A paper copy of this form must be submitted to Professor Jost before the Internship can begin.
 - (b.) The Internship cannot begin until the contract has been received and approved by the campus Internship Supervisor (Professor Jost).
 - (c) Internship Papers/Forms – These are due **during** the internship.
 - (1.) “Weekly Logs” are submitted weekly for 16 weeks. Each weeks log should be submitted to D2L by the due dates assigned. The form must be filled out in detail and signed by both the student-intern and agency supervisor. Points are awarded for logs that are completed in detail with all dates, activities, times for activities, signatures, and submitted by the due dates posted. Each log is worth a maximum of 10 points if completed correctly and on time. Work submitted past the D2L due date will receive one-half credit. No exceptions.
 - (2.) “Mid-Term Evaluation” completed by the agency supervisor at the mid-point of the internship hours and is used as a part of the mid-term grade. The student intern should review this document with the site supervisor and then upload the document into D2L
 - (3.) “Final Evaluation” completed by the Agency Supervisor during the last week of the internship and is a major part of the final grade. The agency supervisor should email this form to Professor Scarlet Jost at sjost@oru.edu.
 - (d) “Internship Paper” is a typed document that answers the questions listed in the Internship Packet dealing with the internship experience. It will be evaluated for content and grammar. Please answer each question in complete sentence format. This assignment is due during the last week of the internship or earlier, and must be uploaded into D2L.
 - (e) “Majors Department Assessment” the student must obtain a copy of the “Final Evaluation” and upload the complete document into the associated d2l dropbox. This document is used for the majors’ department assessment and is a graded assignment.

VII. COURSE CALENDAR

Day Topic

1 Mandatory Attendance, discuss course prerequisites and requirements

**2 Review syllabus and Internship Packet
Collect forms and documents in class**

Weekly Internship Logs:

Week 1 log Submitted to D2L on due date

Week 2 log Submitted to D2L on due date

Week 3 log Submitted to D2L on due date

Week 4 log Submitted to D2L on due date

Week 5 log Submitted to D2L on due date

Week 6 log Submitted to D2L on due date

Week 7 log Submitted to D2L on due date
Mid-Term Evaluation submitted to D2L

Week 8 log Submitted to D2L on due date

Week 9 log Submitted to D2L on due date

Week 10 log Submitted to D2L on due date

Week 11 log Submitted to D2L on due date

Week 12 log Submitted to D2L on due date

Week 13 log Submitted to D2L on due date

- **Final Evaluation** emailed to (sjost@oru.edu) ORU internship supervisor **BY THE AGENCY SUPERVISOR**.
- For the Final Evaluation student must upload a copy of the “Final Evaluation” to the associated d2l dropbox.
- **Final Internship Paper** should be submitted by the intern to D2L.
- E-Portfolio assignment submitted.

Week 14 log **Submitted to D2L on due date**

Week 15 log **Submitted to D2L on due date**

- Internship Check List submitted to D2L

Week 16 log Submitted to D2L on due date

Course Inventory for ORU's Student Learning Outcomes

HLSS 481—Internship in HES Spring 2024

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

OUTCOMES	Significant Contribution	Moderate Contribution	Minimal Contribution
Spiritual Integrity			
HLSS 481 Outcome 5—Assess readiness for exercise participation by using appropriate screening and referral protocols.	X		
Personal Resilience			
HLSS 481 Outcome 6—Apply problem solving and critical thinking skills to demonstrate knowledge in the fields of exercise science, physical therapy, occupational therapy, and sports medicine.	X		
Intellectual Pursuit			
HLSS 481 Outcome 1—Use critical thinking skills within the content of the fields of exercise science and rehabilitation.	X		
HLSS 481 Outcome 2—Apply technology to test, measure, and assess physical fitness and health.	X		
Global Engagement			
HLSS 481 Outcome 4—Design exercise programs for healthy and special populations based on guidelines with sensitivity to various individual and cultural differences.	X		
Bold Vision			
HLSS Outcome 3—Apply current research findings to issues in the field of health-fitness, exercise science, and sport.	X		

(Revised 8/13/21)