



Q1.

APPLIED PHYSIOLOGY AND KINESIOLOGY (APK)
INTERNSHIP SITE APPROVAL FORM

Q2.

The **Department of Applied Physiology and Kinesiology (APK)** at the University of Florida would like to thank you in advance for taking the time to complete the approval process and your willingness to provide valuable internship opportunities to our students. The Department of APK requires that all **undergraduates** complete 12-credits of internship experience once becoming eligible. Undergraduate students must earn a minimum of 520 clock hours in the process of completing the 12-credits of the internship course. However, undergraduate students may choose to complete all 12-credits in a single semester, or split the credits over two semesters. Students choosing to split the internship credit into two, 6-credit, semesters are required to complete a minimum of 260 clock hours at the internship site each semester. **Graduate** students in the Human Performance concentration may elect to complete between 3 - 9 credits of internship to count towards their degree. Each registered credit of graduate internship requires a minimum of 48 clock hours be completed and a graduate student must register for at least 3 credits in any semester they intend to complete an internship. Therefore, a graduate student will be required to complete between 144 - 432 hours during their internship. Ideally, interns become exposed to the tasks that will be required of them as professionals in the field, as well as receive opportunities to develop their skills and areas of interest. A brief description of our undergraduate and graduate programs is below:

APK Undergraduate Program: Prepares students to function as an exercise technician, exercise specialist, and/or wellness instructor in hospital, corporate, private, or governmental agency, to pursue graduate study in kinesiology, OR to pursue graduate study in a health profession requiring education beyond an undergraduate degree. The curriculum provides a strong basic science background and requires additional course work in the biological aspects of exercise. Students may pursue internship opportunities in healthcare, research, fitness, or other areas of human performance.

Human Performance (Graduate): The Human Performance concentration is a non-thesis program leading to a Master of Science degree in Applied Physiology and Kinesiology. Its purpose is to train students for careers where they can promote scientifically based exercise, wellness, and psychological factors to enhance health, athletic development and/or movement performance. Furthermore, students may be trained to be an integral part of a health care team that administers, assesses, and develops programs for clinical, general public, or high-performance populations.

Please review the [APK Internship Policies and Procedures](#) Document to gain a better understanding of the expectations of students and site supervisors during the experience. Note that clicking the link to the Policies and Procedures manual will take you away from this survey and cause any information input into the survey to be lost. We recommend holding the ctrl button on your keyboard when clicking the link to open it in a new browser tab.

Q5. Organization Name

APK Integrative Muscle Plasticity Laboratory

Q6. Organization Address(es) - Include Addresses Of All Locations To Be Included As Part Of This Approval

1864 Stadium Road, Gainesville, FL 32611; and 1275 Center Dr, Gainesville, FL 32611

Q10. URL of Website For Organization

<https://hhp.ufl.edu/> <https://hhp.ufl.edu/faculty-research/centers-institutes/ces/integrative-muscle-plasticity-laboratory/>

Q7. Name of Individual who will receive applications from students and whom students should contact about Internship availability

Justin Hardee

Q8. Email Address of Individual who will receive applications from students and whom students should contact about Internship availability

j.hardee@ufl.edu

Q9. Phone Number of Individual who will receive applications from students and whom students should contact about Internship availability

+1 352.294.1761

Q34.

Will the person receiving internship applications from students be the same person supervising the student and completing the student evaluations during the internship?

Yes

No

Q11. Name of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

This question was not displayed to the respondent.

Q12. Email Address of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

This question was not displayed to the respondent.

Q13. Phone number of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

This question was not displayed to the respondent.

Q14. What Semester(s) Is Your Organization Available To Accept Interns? (select all that apply)

Fall (August - December)

Spring (January - April)

Summer (May - August)

Q15. APK Internship Policy requires that a site supervisor hold one degree higher than the student intern. This means that site supervisors of undergraduate interns must hold at least a bachelor's degree and those of graduate interns must hold at least a master's degree. Based on this policy, for which category of students is your organization willing to accept applications? Check all that apply

Undergraduate Students

Graduate Students

Q16. How many interns is your organization willing and able to support per semester?

2-3

Q35. APK Undergraduate students are permitted to complete a single 12-credit (520 hour minimum) internship in a single semester or two, 6-credit (260 hour minimum) internships over two semesters. Are you willing and able to provide a part-time internship experience (~20 hours per week), full-time (~40 hours per week), or either to our undergraduate students depending on the student's internship plans?

Part-Time Internship (~20 hours per week)

Full-Time Internship (~40 hours per week)

- Either Part-Time or Full-Time depending on the student's internship plan

Q17. Describe the normal working hours anticipated for an intern at your organization. Please indicate likelihood and circumstances surrounding any evening or weekend time commitments.

Normal working hours: This will be determined by whether the student is completing a full-time or part-time internship. In general, a full-time intern may work ~40 hours per week from 9:00 AM to 5:00 PM, Monday through Friday. Flexibility: In general, it is recommended to keep a normal working schedule, however there is flexibility in terms of when tasks are completed within the day, depending on specific project needs, and personal preference. Flexibility in working hours is encouraged to ensure the well-being and productivity of lab members. Evening or Weekend Time Commitments: Evening or weekend work can occur if critical tasks or experiments need to be monitored or completed. All efforts will be made in experimental planning and design to limit these types of commitments. Interns will not be allowed to work outside of regular hours until confidence and independence is demonstrated.

Q18. Does your organization offer non-paid or paid internships?

Non-paid

Paid (amount)

Q21. List other benefits your organization offers interns (i.e. housing, health insurance, travel reimbursement, etc.)

N/A

Q22. List required purchases for interning with your organization (i.e. parking pass, uniform, I.D. Badge, etc.)

N/A

Q23. List required skills or previous experience necessary for interning with your organization

General knowledge or coursework in biological sciences.

Q24. List any special credentials or documents required to intern with your organization (i.e. CPR/First Aid, Liability Insurance, Personal Training Certification, OSHA training, HIPPA training, Pre-Internship orientation, background check)

None prior to placement. Interns will be required to complete online and in-person training modules required for laboratory and animal-based research.

Q25. Provide a bulleted list of duties/responsibilities your organization expects to be fulfilled by interns:

General duties and responsibilities that are expected for laboratory and animal research may include, but not limited to: Experiment Preparation: Prepare and maintain reagents, solutions, and buffers required for experiments. Wash, sterilize and organize lab equipment, ensuring all tools are ready for work with cell cultures or animal studies. Set up and calibrate laboratory instruments (e.g., microscopes, centrifuges, incubators). Data Collection and Recording: Assist and conduct experiments with cell cultures and mice under the supervision of senior researchers. Record experimental procedures, observations, and results accurately in lab notebooks or electronic systems. Input and organize data from cell culture assays or animal studies for further analysis. Cell Culture Work: Assist with cell culture maintenance, including media preparation, cell passaging, and sub-culturing. Set up and maintain cell culture conditions (e.g., incubators, sterile environments). Monitor and maintain the health of cell cultures, ensuring proper growth and contamination prevention. Conduct cell-based experiments and assays, documenting and reporting results. Animal Care and Research: Assist with animal husbandry tasks, including feeding, watering, and monitoring the health of mice. Handle mice for experimental procedures. Perform basic animal behavior analysis (e.g., monitoring physical activity and feeding levels). Track and record animal health status and behavior throughout experiments. In Vivo Research: Assist in administering exercise and/or drug treatments mice as part of preclinical studies. Help with tissue collection and preparing tissues for analysis. Collect biological samples for downstream analysis. Basic Laboratory Techniques: Perform standard laboratory techniques, such as histology, gene and protein expression. Assist with microscopy techniques (e.g., immunofluorescence) to visualize cultured cells or tissue samples. Handle and analyze cells post-treatment (e.g., flow cytometry for cell surface markers or cytokine analysis). Collaboration and Communication: Collaborate closely with other interns, lab technicians, and senior researchers on cell culture or animal-based projects. Participate in team meetings to discuss ongoing research. Present data or findings from cell culture experiments or animal studies in lab meetings. Literature Review and Learning: Review scientific literature on techniques related to cell culture, animal models, or experimental protocols relevant to the lab's research. Learn and adopt new methodologies and techniques, especially in the areas of cell culture maintenance and in vivo research. Attend training sessions or seminars focused on advanced techniques in cell culture or animal research. Lab Safety and Organization: Adhere to safety protocols, especially when handling hazardous substances or working with live animals. Follow proper procedures for the disposal of biological waste, including cells, animal tissues, or sharps. Ensure the lab environment remains clean, organized, and compliant with health and safety regulations. Maintain proper records of all laboratory and animal procedures, as required by institutional guidelines.

Q26. Please describe a typical day for the intern:

A typical day for in a wet lab an intern conducting laboratory and animal research may include: Morning: Arrive at the lab and prepare for the day. Ensure lab notebooks and all necessary materials are organized. Attend a brief team meeting or check-in with your supervisor to discuss the day's priorities, any new experiments or protocols, and project updates. Begin working on assigned tasks, which could include preparing solutions or reagents for experiments, setting up lab equipment, and/or assisting senior lab members. Mid-morning: Participate in ongoing experiments, such as monitoring ongoing animal behavior or data collection. Assisting in handling animals for procedures like injections or sample collection may be part of your responsibilities, under the supervision of lab staff. Conduct laboratory experiments, such as preparing samples, data collection, and updating laboratory notes. Lunch Break: Break for lunch. Time to recharge and socialize with other team members. Afternoon: Continue with experimental work. Depending on the project this could involve more hands-on work with animal studies, including analyzing animal data, organizing or preparing animal tracking logs, or working with samples collected from animals or cells. Perform and assist with data entry and preliminary analysis, which could include compiling data from experiments or observations and creating visual data representations (graphs or tables). Check in with your supervisor to discuss progress and ask any questions that may have arisen throughout the day. If you're involved in a long-term project, this might also involve refining your next steps, discussing challenges, or learning new experimental techniques. End of Day: Wrap up lab activities: Clean and disinfect workstations and equipment. Prepare for the next day's tasks, ensuring everything is properly stored. Review your lab notes and log daily activities, ensuring all observations and results are documented for future reference.

Q28. All Interns (undergraduate and graduate) MUST be evaluated on **at least 6** of the following 9 Student Learning Outcomes (SLO's), though evaluation of all 9 is preferred. Please check each SLO that applies to the duties/responsibilities provided to interns at your organization.

Integrate principles and methods of math, social sciences, and/or arts and humanities to applied physiology and kinesiology, health, wellness, and/or fitness environments.

Identify and relate the nomenclature, structures, and locations of components of human anatomy to health, disease, and physical activity.

Identify, examine, and explain physiological mechanisms of homeostasis at various levels of an organism (i.e., cells, tissues, organs, systems).

Select and utilize the appropriate scientific principles when assessing the health and fitness of an individual and prescribing physical activity based on those assessments.

Solve applied physiology and kinesiology problems from personal, scholarly, and professional perspectives using fundamental concepts of health and exercise, scientific inquiry, and analytical, critical, and creative thinking.

Collect, compare, and interpret qualitative or quantitative data in an applied physiology and kinesiology context.

Investigate and explain the effects of physical activity on psychological health as well as the perspectives used to enhance adherence to healthier lifestyles.

Identify and explain the acute and chronic anatomical and physiological adaptations to exercise, training, and physical activity.

Effectively employ written, oral, visual, and electronic communication techniques to foster inquiry, collaboration, and engagement among applied physiology and kinesiology peers and professionals as well as with patients, clients, and/or subjects.

Q33. Name of APK student that requested the site approval form from you (if applicable)

N/A

Q29. Would you like to be added to the Department's list of approved sites for future interns?

Yes

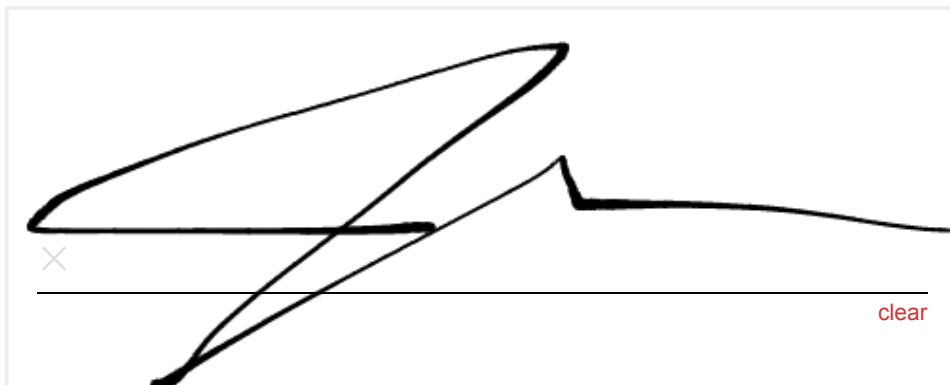
No

Q32. Have you reviewed the APK Internship [Policies and Procedures Manual](#)? Note that clicking the link will take you away from this survey and any information input into the survey will be lost if you navigate back. We recommend holding the ctrl button on your keyboard when clicking the link to open it in a new browser tab.

Yes

No

Q30. Signature of Individual Who Will Be Receiving Internship Applications



A digital signature box containing a handwritten signature in black ink. The signature is stylized and appears to be a cursive name. In the bottom left corner of the box, there is a small grey 'x' icon. In the bottom right corner, the word 'clear' is written in red text.

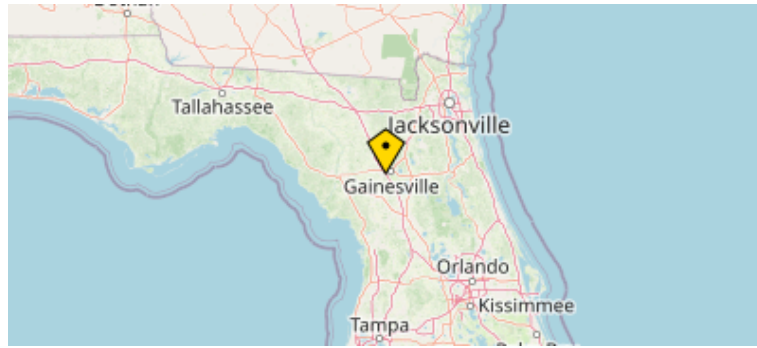
Q31. Signature of Individual Who Will Be Supervising And Evaluating Students During The Internship

This question was not displayed to the respondent.

Location Data

Location: ([29.6138](#), [-82.386](#))

Source: GeolIP Estimation



Approved: 2.21.25

Blain Harrison

Blain Harrison - APK Internship Coordinator