



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 a 12-credit internship experience in their final semester of study. The experience requires a minimum of 520 clock hours or 35-40 hours a week for 15 weeks, for the Fall and Spring semesters, or 40-45 hours a week for 13 weeks during the Summer 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 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 undergradaute 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 the health care team that administers, assesses, and develops programs for clinical populations.

Please review the <u>APK Internship Policies and Procedures</u> 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.

Q5. Organization Name

The City of Gainesville

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

222 E. University Ave.

Q10. URL of Website For Organization

https://www.gainesvillefl.gov/Home

Q7. Name of Individual Who Will Receive Applications From Students

Kevin Culpepper

Q8. Email Address of Individual Who Will Receive Applications From Students

Culpepperk1@cityofgainesville.org

Q9. Phone Number of Individual Who Will Receive Applications From Students

(352)393-8831

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

Shawn Daniels

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

DanielsSD@cityofgainesville.org

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

[352-334-5037

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

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Graduate Students

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

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.

Working hours are from 8am-5pm Monday through Friday.

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

- Non-paid
- O Paid (amount)

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

N/A

N/A

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

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

The Intern should be seeking a degree in APK, Exercise science, Kinesiology

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)

Students equip with a Personal Training Certification and CPR/First Aid would be a bonus, but is not absolutely necessary for the internship.

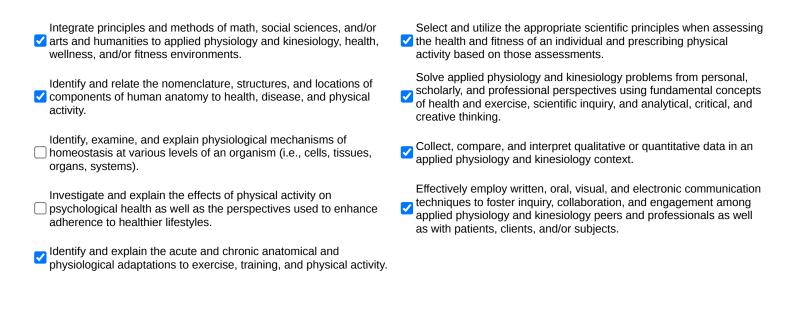
Q25. Provide a bulleted list of duties/responsibilities your organization expects to be fulfilled by interns:

The intern would perform • Physical assessments for employees • Blood pressure • Measuring hip to waste ratios • Performing (functional Movement's Active straight leg raise test) • Logging information on a spreadsheet • Making flyers for various wellness Programs • Maintaining City wellness centers • Leading an exercise class.

Q26. Please describe a typical day for the intern:

The typical day starts with a short brief meeting concerning bench marks on the agenda. We go over the Setmore calendar to make note of scheduled appointments for wellness access. Wellness access requires a fitness evaluation of the employee prior to gaining access. The City have several programs for their employees the intern will assist with what is on the agenda for the particular program in progress.

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.



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

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

🔘 Yes

🔘 No

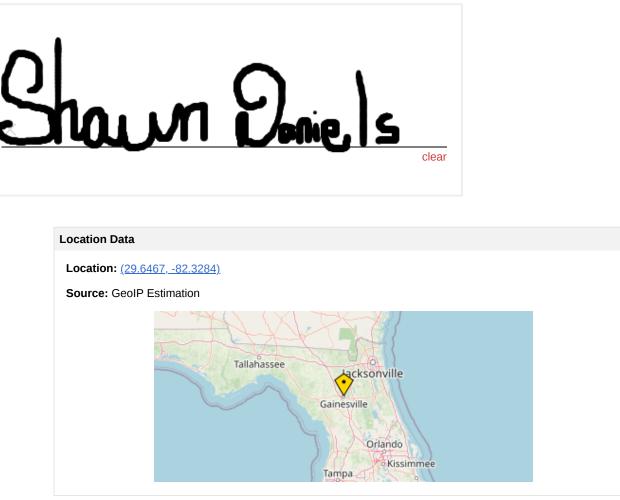
Q32. Have you reviewed the APK Internship <u>Policies and Procedures Manual</u>? Note that clicking the link will take you away from this survey and any information input into the survey will be lost if you navigate back. We recommend holding the ctrl button on your keyboard when clicking the link to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

\bigcirc	Yes
\bigcirc	No

Q30. Signature of Individual Who Will Be Receiving Internship Applications



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



Approved: 8/16/23

Blain Harrison

Blain Harrison - APK Internship Coordinator