

**HEALTH PROMOTION AND  
WELLNESS DEGREE**

**KINE 495  
INTERNSHIP IN WELLNESS  
HANDBOOK**

**DEPARTMENT OF KINESIOLOGY**

**MISSOURI SOUTHERN STATE UNIVERSITY  
3950 E. NEWMAN ROAD  
JOPLIN, MISSOURI 64801**

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# **Internship Deadlines**

## *Application for Internship:*

Spring internship: November 1st

Fall/Summer internship: April 1st

### *Application requires:*

- Application form (*Form F*) with signatures
- Resume
- One page cover letter to accompany your resume.

**No application will be accepted after the deadline.**

**Student must meet with Internship supervisor prior to leaving campus.**

MISSOURI SOUTHERN STATE UNIVERSITY  
3950 E. Newman Road  
Joplin, MO 64801  
(417)625-9713

### **Health Promotion and Wellness Degree Program**

We are in an age of preventive medicine and developing positive lifestyle habits. The Health Promotion and Wellness curriculum at Missouri Southern State University is aimed at providing the undergraduate student with entry level skills and the knowledge necessary to function competently in a wide range of fitness and wellness employment opportunities.

Graduates may seek professional opportunities in the following areas:

- Hospital health promotion / wellness programs
- Community health roles
- Corporate or industrial fitness / wellness programs
- Fitness clubs
- Personal trainer / wellness consultant
- Other health related opportunities
- Graduate school (exercise physiology, cardiac rehabilitation, nutrition)

### **PHILOSOPHY OF THE INTERNSHIP**

It is imperative that each Health Promotion and Wellness major gain extensive exposure to the professional field. The internship experience is a catalyst to assist the student in relating textbook knowledge and classroom discussions with the actual, practical job experience. Most entry-level jobs in this profession are gained by experience. An internship can help the student build professional experience and enhance a resume and network with professionals in the field.

The internship should be viewed as an actual job: the student should be prompt, fulfill all time commitments and responsibilities. Any appointments; personal, medical, or school, should be made during free time, not during time of scheduled internship hours. Any such incidents or other inappropriate behavior is to be reported to the university supervisor for appropriate action, which can include dropping the student from the course.

This experience is the beginning of your professional career and should be approached with the utmost integrity. You are a representative of the university and the Kinesiology Department. Any actions that jeopardize the image of either, will result in appropriate disciplinary actions by the Kinesiology faculty and/or the Dean of Students, and can result in being entirely dropped from the Health Promotion and Wellness program.

Missouri Southern State University accepts no liability for health, accident or tort claims. Students should review and obtain insurance coverage that they deem appropriate and/or the cooperating agency may require. Professional insurance should be a serious consideration through professional organizations, such as AAHPERD or ACSM.

Students must make application for internship during pre-registration the semester prior to the semester of the internship. *No applications will be considered after the stated deadlines.* This experience must be the final semester of the student's college career and is often most successful if placed during the summer months. During the 400 hours it is hoped that the student will learn all that is possible from the agency.

## **OBJECTIVES OF THE INTERNSHIP**

### **A. Student Objectives of Internship**

1. An opportunity to learn by experience what it means to be a full-time health promotion and wellness professional.
2. An opportunity to expand his/her knowledge of the profession and personnel in the profession.
3. An opportunity to observe, practice, and apply theory.
4. An opportunity for self-evaluation.
5. An opportunity to begin the transition from undergraduate student to professional worker.
6. An opportunity to further his/her professional education under careful guidance of agency and university supervisors.
7. An opportunity to expand and develop better human relation skills.

### **B. University Objectives of Internship**

1. Improve the educational process and enlarge the scope of the curriculum.
2. Provide a laboratory for application of theory.
3. Provide continuing opportunity for evaluation of the student's needs, abilities, and progress leading to adjustments in curriculum.
4. Provide an opportunity for faculty contact with professional practitioners.
5. Provide an opportunity for continuing evaluation of the entire curriculum as well as the internship program.
6. Increase the scope and influence of the Kinesiology department's services.

### **C. Agency Objectives of Internship**

1. Gives the agency an opportunity to share in the preparation of future professionals.
2. Provides an opportunity to recruit trained workers and to evaluate prospective staff candidates for future employment.
3. Provides a contact with educators in the field and assists in relating agency service to current theory and practice.
4. Stimulates professional staff and strengthens in-service training programs.
5. Provides an opportunity to experiment with variations in program due to additional staff.

## **Kinesiology 495 Internship in Health Promotion & Wellness**

### **Responsibilities of the Student**

1. Satisfactorily completed the Health Promotion and Wellness course requirements with a cumulative GPA of 2.5 for all university course work.
2. Complete application (Form F) with resume and one page cover letter. These must be typed and are due on or before the stated deadline. **No application will be accepted after the deadline.**
3. Select an agency to accomplish your Internship (preferably an agency, the type of which you hope to gain your entry level position upon graduation).

Contact the supervisor of the agency.

4. Meet the university instructor to inform him/her concerning the name of the agency, supervisor's name, address and phone number.
5. After university instructor's approval of the selected agency, complete **Form F** and return to the university instructor.
6. During your experience with the agency:
  - a. Meet with university instructor prior to leaving for internship
  - b. Dress appropriately for the occasion.
  - c. Familiarize yourself with agency regulations.
  - d. Be non-critical of the agency's philosophy, methods, and leadership.
  - e. Meet with the agency supervisor to develop goals and objectives for the internship experience.
  - f. Consult the agency supervisor when confronted with problems.
  - g. Conduct yourself in a positive manner as a representative of Missouri Southern State University.
  - h. Inform agency supervisor if you cannot attend during the agreed upon hours. Conduct yourself as an employee of the agency.
  - i. Contact the university instructor with any concerns or problems that may arise at the internship site.
  - j. Submit all paperwork (log sheets) to university instructor on weekly basis (it is usually easiest to fax this info to 417-625-9773).
7. Fulfill all requirements for the KINE 495 course. **(Forms G, H, I, and J)**  
Complete all forms
  - a. Complete portfolio & formal presentation or multi-media presentation of experience to faculty committee and practicum students

## **Kinesiology 495 Internship in Health Promotion & Wellness**

### **Responsibilities of the University Supervisor**

1. Go over the “Responsibilities of the Student” handout with the student.
  2. Collect the appropriate forms from the student which are due prior to starting the internship.
  3. Act as advisor on student selection of agencies.
  4. Visit the student and/or the agency supervisor at least once with 2 telephone follow-ups (unless more is deemed advisable by the agency supervisor during the semester). \*
  5. During the visit, the university instructor will:
    - a. Answer any questions which the student or supervisor may have concerning the internship.
    - b. Determine the student’s progress in understanding the overall goals of the agency as well as specific tasks assigned to him/her.
    - c. Ascertain the student’s attitude toward the agency and the field of Health Promotion and Wellness in general.
    - d. Act as liaison between student and agency supervisor in transferring suggestions that may improve the experience for the student.
    - e. Provide the supervisor with the necessary information and forms to properly evaluate the student at the conclusion of his/her experience.
  6. Collect and evaluate all written work submitted by the student.
  7. Provide the Registrar with the final student grade.
  8. Express appropriate thanks to agency supervisors for their time and effort.
- \* This applies to students located within a 200 mile radius of the campus; phone calls/e-mails only will be required for those students located outside the 200 mile radius.

## **Kinesiology 495 Internship in Health Promotion & Wellness**

### **Responsibilities of the Agency Supervisor**

1. Be familiar with the philosophy of the Health Promotion and Wellness Internship.
2. Complete **Form F** and return to the student.
3. Inform the student of all policies and regulations he/she must abide by during his/her time at the agency.
4. During the student's experience, the greatest benefit could be obtained by him/her if he/she were able to experience as many of the following activities as it is feasible within the context of your agency:
  - a. Orientation concerning the purposes, aims, and policies of the organization.
  - b. Face-to-face leadership opportunities in a variety of situations.
  - c. Opportunities to talk with administrative officials of the organization.
  - d. Orientation concerning budget practices.
  - e. Opportunities to participate (or observe) in various planning aspects (programs, facilities, scheduling, evaluation, or management).
  - f. Periodic evaluation sessions to point out individual strengths and/or weaknesses of the student during their face-to-face tasks.
  - g. Opportunities to observe supervisory techniques.
  - h. Opportunities to attend general staff meetings, board meetings, and/or committee meetings.
  - i. Any other experiences which may be unique to you specific agency and may be beneficial to the student.
5. Establish goals with the student as to what will be accomplished. Gradually develop the student's responsibilities with the agency as you determine his/her capabilities.
6. Inform the university instructor of student's progress and any suggestions which will facilitate the experience.
7. Maintain a record of the number of clock hours the student spends at your agency.
8. Acquaint the student with agency resources in the form of books, pamphlets, brochures, reports, etc.. During the student's experience, he/she is required to compile a notebook/file of pertinent information concerning programming, scheduling, budget, facilities, personnel policies, and other information which will assist in the learning process.
9. Mail **Form I** to the university instructor at the completion of the student's experience.

## **Kinesiology 495 Internship in Health Promotion & Wellness**

### **Requirements of the Student**

1. Submit the *Agency Acceptance Form* (see **Form F**) prior to the beginning of your internship experience.
2. Meet with university supervisor prior to leaving campus.
3. Submit goals and objectives as identified with agency supervisor.
4. Submit weekly log (**Form G**) containing a report of your daily experiences during your internship. Submit a log report following each week of work.
5. Submit a written report of your Internship Experience that summarizes what you learned as it applies to each Health Promotion and Wellness course you have taken.
6. Submit self-evaluation forms (**Form H**) at midterm and with final paperwork.
7. Submit a notebook containing information and materials gathered while at the agency. Approach this as if you are starting your own business. What resource material from the agency would help you succeed in your own agency? This may include information on programs, personnel, policies, financial procedures, maintenance practices, problem solving techniques, facility planning, suppliers, promotional materials, sample class materials, etc. This to remain in the department as a resource to future students.
8. Successfully complete a minimum of 400 clock hours at the agency. The quantity and quality of these hours will be evaluated (**Form I**) by the agency supervisor. All requirements must be completed to pass the course.
9. Prepare and present a formal presentation to a faculty committee and practicum students about your internship experience.
10. Submit an evaluation of your internship experience (**Form J**).

**FORM F**

DEPARTMENT OF KINESIOLOGY  
MISSOURI SOUTHERN STATE UNIVERSITY

**AGENCY ACCEPTANCE OF INTERNSHIP STUDENT**

STUDENT \_\_\_\_\_ PHONE \_\_\_\_\_

JOPLIN ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

AGENCY SUPERVISOR \_\_\_\_\_

TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

AGENCY \_\_\_\_\_

STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

**TERMS OF AGREEMENT:**

1. The student shall be at the agency for a total of 400 clock hours.
2. The student will be responsible to the agency as other employees of the agency.
3. The agency is responsible for the actions of the student in the same manner as other employees of the agency.
4. The Missouri Southern State University instructor assumes the role as a guest of the agency upon his/her periodic supervisory visits.
5. Missouri Southern State University is not liable for the actions of the student.
6. Be familiar with the *Philosophy of the Internship*.
7. Complete this form and return to the student.
8. Inform the student of all policies and regulations he/she must abide by during his/her time at the agency.
9. During the student's experience, the greatest benefit could be obtained by him/her if he/she were able to experience as many of the following activities as it is feasible within the context of your agency:
  - a. Orientation concerning the purposes and aims of the organization.
  - b. Orientation concerning the policies of the agency.
  - c. Face-to-face leadership opportunities in a variety of situations.
  - d. Opportunities to talk with administrative officials of the organization.
  - e. Orientation concerning budget practices.
  - f. Opportunities to participate (or observe) in various planning aspects (programs, facilities, or scheduling of leadership).
  - g. Periodic evaluation sessions to point out individual strengths and/or weaknesses of the student during their face-to-face tasks.
  - h. Opportunities to observe supervisory techniques.

10. Gradually develop the student's responsibilities with the agency as you determine his/her capabilities.
11. Inform the university instructor of student's progress and give any suggestions which will facilitate the experience.
12. Maintain a record of the number of clock hours the student spends at your agency.
13. Acquaint the student with agency resources in the form of books, pamphlets, brochures, reports, etc.. During the student's experience, he/she is required to compile a notebook/file of pertinent information concerning programming, scheduling, budget, facilities, personnel policies, and other information which will assist in the learning process.
14. Mail **Form I** to the university instructor at the completion of the student's experience.

This agency hereby accepts the above-named student as an internship worker under the terms of the contract listed above.

Agency Representative	Date
University Instructor	Date
Kinesiology Department Head	Date
Student Signature	Date

**Return to:**

Marty Conklin (Conklin-m@mssu.edu)  
 Missouri Southern State University  
 3950 E. Newman Road  
 Joplin, MO 64801  
 (417)625-9713  
 FAX # (417) 625-9773

**FORM G**

**WEEKLY LOG**

Return To: University Supervisor (fax: 417-625-9773)

Name:

\_\_\_\_\_

Agency: \_\_\_\_\_

Week #: \_\_\_\_\_ Dates: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_  
(verification of hours)

Weekly Hours: \_\_\_\_\_ Total Cumulative Hours: \_\_\_\_\_

Agency Phone # &/or Fax: \_\_\_\_\_

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<b>Work Performed</b>	<b>Problems</b>	<b>Solutions</b>	<b>Public Relations</b>	<b>Plans for following Week</b>
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## FORM H

### INTERNSHIP EXPERIENCE SELF-EVALUATION

**Instructions:** You are to complete and submit this self-evaluation form on two occasions . . . **middle** and at the **end** of the internship. Any item that has a response of: have not, should be discussed with agency supervisor to determine opportunities to obtain that experience.

Circle "I have or I have not" in response to each of the following areas:

#### PROFESSIONAL ATTITUDE:

-- I --

- |      |          |   |
|------|----------|---|
| Have | Have not | 1. Attended seminar or workshop for professional enrichment.<br>When and where? |
| Have | Have not | 2. Been dependable in internship responsibilities.                              |
| Have | Have not | 3. Shown initiative by accepting responsibilities.                              |
| Have | Have not | 4. Shown responsibility by being prompt.  |
| Have | Have not | 5. Shown initiative by doing tasks without being told or reminded               |
| Have | Have not | 6. Shown interest by asking my supervisor to indicate my areas of weakness.     |
| Have | Have not | 7. Taken part in a special event or activity.                                   |

#### PROFESSIONAL PUBLIC RELATIONS:

-- I --

- |      |          |  |
|------|----------|--|
| Have | Have not | 1. Become acquainted with 3 other people beyond my supervisor.                       |
| Have | Have not | 2. Attended staff meetings.  |
| Have | Have not | 3. Sat in on a counseling or planning session/conference.                            |
| Have | Have not | 4. Planned and took part in bulletin board, flyers, brochures related to activities. |
| Have | Have not | 4. Been interviewed or presented a program to support or promote the program.        |

#### PROFESSIONAL EFFECTIVENESS:

--I --

- |      |          |   |
|------|----------|---|
| Have | Have not | 1. Planned and prepared for each day I have worked. |
|      |          | 2. Applied my knowledge concerning:                 |
| Have | Have not | a. various methods/strategies/psychology            |
| Have | Have not | b. personnel management                             |
| Have | Have not | c. leadership                                       |
| Have | Have not | d. administration and organization                  |
| Have | Have not | e. public relations                                 |

- |      |          |  |
|------|----------|--|
| Have | Have not | 3. Learned the names of at least 12 of the patrons.                        |
| Have | Have not | 4. Closely observed my supervisor and noted how he/she handles situations. |
| Have | Have not | 5. Worked with small groups.   |
| Have | Have not | 6. Worked with individuals.  |
| Have | Have not | 7. Assisted with planning.   |
| Have | Have not | 8. Assisted with the development of educational or promotional materials.  |

**PROFESSIONAL RESPONSIBILITY:**

--I--

- |      |          |   |
|------|----------|---|
| Have | Have not | 1. Contributed or assisted my supervisor with additional responsibilities.          |
| Have | Have not | 2. Become aware and supportive of policy regulation and concerns around the agency. |

**WRITTEN WORK:**

--I--

- |      |          |   |
|------|----------|---|
| Have | Have not | 1. Kept a weekly log of the internship experience which may include areas in: (1) administration; (2) safety; (3) organization; (4) record keeping; (5) procedures; (6) methods; and (7) miscellaneous. |
| Have | Have not | 2. Submitted all work to the agency supervisor on time.   |
| Have | Have not | 3. Written weekly objectives I was to meet each week.   |
| Have | Have not | 4. Submitted all paperwork to university supervisor on time.  |

In my opinion, my weaknesses have been:

I have made an effort to improve these weaknesses by:

In my opinion, my strengths have been:

**Completion at FINAL evaluation only**

- |     |    |   |
|-----|----|---|
| Yes | No | 1. Do you feel that you have had enough opportunity to learn the job?   |
| Yes | No | 2. Do you feel you have been given enough responsibilities to “feel” what full-time work in this profession is all about? |
| Yes | No | 3. Have you had too much internship time?   |
| Yes | No | 4. Have you had too many responsibilities?  |

Comments:

I believe my internship experience has been: (check one)

\_\_\_\_\_ Excellent, I would highly recommend it to others.

\_\_\_\_\_ Very good, I would recommend it to others.

\_\_\_\_\_ Good, I would recommend it, but feel it could be improved.

\_\_\_\_\_ Fair, it was okay but I think one could have a better experience at another agency.

\_\_\_\_\_ Poor, I would not recommend it to others (due to poor administration, facilities, supervisor,

**FORM I**  
**INTERNSHIP EVALUATION**  
 (To be completed by the Agency Supervisor)

Students Name	Agency	Date
---------------	--------	------

Instructions: Please circle the number which you consider best describes the student. Do not return this form to the student. We encourage you to share the information on this form with the student, much as you would an employee evaluation. However, please return the form to the university instructor. As a guide, the following definitions may be used when rating the student:

- |   |                |   |
|---|----------------|---|
| 4 | Superior       | Consistently demonstrates a high degree of achievement        |
| 3 | Above Average  | Demonstrates the trait above level of peers                   |
| 2 | Average        | No better or worse than peers                                 |
| 1 | Below Average  | Lacks the trait or demonstrates it less frequently than peers |
| 0 | Unsatisfactory | Unacceptable performance                                      |

- |  |   |   |   |   |   |     |          |
|--|---|---|---|---|---|-----|----------|
| 1. <b>Professional Preparation;</b> skill and knowledge for the position | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 2. <b>Participation;</b> prompt, dependable, prepared                    | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 3. <b>Originality;</b> initiative, resourcefulness, imagination          | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 4. <b>Judgment;</b> evaluates in a reliable manner, uses common sense    | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 5. <b>Effective use of discipline;</b> fairness/control of situation     | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 6. <b>Written communication</b>  | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 7. <b>Oral communication</b>   | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 8. <b>Rapport/cooperation</b> with supervisor and fellow workers         | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 9. <b>Interactions with clients;</b> motivation skills, enthusiasm       | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 10. <b>Adaptability</b>  | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 11. <b>Personable,</b> sociable, pleasant                                | 4 | 3 | 2 | 1 | 0 | N/A | Comments |
| 12. <b>Personal appearance</b>   | 4 | 3 | 2 | 1 | 0 | N/A | Comments |

- 13. **Personal conduct**, manners 4 3 2 1 0 N/A Comments
- 14. **Responsible**, organized 4 3 2 1 0 N/A Comments
- 15. **Professionalism** 4 3 2 1 0 N/A Comments
- 16. **Integrity** 4 3 2 1 0 N/A Comments

**Remarks:** Please use this space for comments you may care to make. A statement of the student's greatest asset, talent or aptitude will be most helpful.

**Strengths:**

**Areas Needing Improvement:**

**Optional:** If you had an opening available in the area of responsibility the intern has held, would you hire the individual? Yes \_\_\_\_\_ No \_\_\_\_\_

I have discussed this evaluation with the student. Yes \_\_\_\_\_ No \_\_\_\_\_

---

Your Name Title Date

---

Mailing Address

---

Supervisor's Signature

---

Student Signature

Return to:  
 Marty Conklin  
 Missouri Southern State University  
 3950 E. Newman Road  
 Joplin, MO 64801

**FORM J**

**STUDENT EVALUATION OF INTERNSHIP EXPERIENCE**

1. What I enjoyed most about the experience.

2. What I enjoyed least about the experience.

3. If I had to do it all again, I would . . .

4. My recommendation for future Health Promotion and Wellness majors doing their internship experience at \_\_\_\_\_ is:

(Name of Agency)

Superior

Excellent

Good

Fair

Poor

Why did you circle the above?

## INTERNSHIP AGENCIES

Students are encouraged to exercise their freedom in selecting the agency with which they do their internship. It is recommended that you investigate and research potential agencies in or near your hometown. Make an effort to select an agency that may interest you upon graduation.

The following is a list of places our students have done internships:

Lamar Recreation Department - Lamar, MO	Ford Motor Co. - Chicago, IL
Mercy Hospital - Rogers, AR	Health Plex - Muskogee, OK
Joplin Family Y - Joplin, MO	Boulder Parks and Rec. - Boulder, CO
The Gym - Miami, OK	Freeman Wellbalance – Joplin, MO
Barco-Newman YMCA - Jacksonville, FL	Cooper Aerobic Center – Dallas, TX
Tri-Health - Cincinnati, OH	Motorola Wellness Center - Tuscan, AZ
Chrysler Corporate Health - St. Louis, MO	Whirl-a-Round Fitness - Los Angeles, CA
Sprint Fitness Center - Kansas City, MO	Duluth Fitness Center - Duluth, MN
Mayo Clinic - Rochester, MN	Missouri St. Univ. Strength Dept. - Springfield, MO
Corpus Christi Athletic Club - Corpus Christi, TX	Texas Children's Hospital - Houston, TX
Area Agency on Aging - Joplin, MO	Freeman Hospital – Joplin, MO
Newton Co. Health Dept, - Neosho, MO	General Motors - Wentzville, MO
OSU Wellness Center - Stillwater, OK	Olympic Fitness Center - Joplin, MO
Health Zone - Tulsa, Ok	St. John's Hospital - Springfield, MO
St. John's Fitness - Springfield, MO	Mt. Carmel Hospital - Pittsburg, KS
Access House - Blue Springs, MO	Liberty Hospital - Liberty, MO
Osage Prairie YMCA - Nevada, MO	Curves - Nevada, MO
St. John's Community Health - Joplin, MO	St. John's Hospital - Springfield, MO
St. Luke's Nursing Ctr. - Carthage, MO	Pittsburg YMCA – Pittsburg, KS
Texas Activity Center - Dallas, TX	Velocity Sports - Olathe, KS
St. Luke's Hospital - Overland Park, KS	Hillcrest Medical Center - Tulsa, OK
Baptist Hospital Wellness - Louisville, KY	Kansas St. Univ. Strength - Manhattan, KS
St. John's Hospital - Joplin, MO	St. Francis Health Zone - Tulsa, OK
American Red Cross - Joplin, MO	St. Louis Univ. Strength - St. Louis, MO
MU Univ. Outreach & Ext. - Columbia, MO	American Ramp Corp. - Joplin, MO
U. of Ark-Student Rec. - Fayetteville, AR	Integrus Hospital - Miami, OK
Ind. Physical Therapy - Joplin, MO	St. Luke's Diabetes Ctr. - Kansas City, MO
U. of Chicago Human Perf. Lab - Chicago, IL	Ozark Center for Autism - Joplin, MO
St. Luke's Hospital - Kansas City, MO	Bearskin Fitness Ctr. - Wyandotte, OK
Freeman Sports Medicine – Joplin, MO	The Rec Center - Rolla, MO
Health Traks - Springfield, MO	Springfield YMCA - Springfield, MO
NEO Wellness Center - Miami, OK	Camp Keilsy - Amsterdam, MO
Michigan St. Univ. Strength Program. - Lansing, MI	Doctor's Fitness Center - Phoenix, AZ
Univ. of Arkansas - Fayetteville, AR	Cox Hospital - Monett, MO
Washington Reg. Hospital - Fayetteville, AR	Central Inst. Of Human Perf. - St. Louis, MO
Ruby Tuesday/Power House Gym - Joplin, MO	Emery Riddle Univ. - Daytona FL
McCune Brooks Wellness - Carthage, MO	Overland Park Hospital - Overland Park, KS
Millennium Tennis & Fitness Club - Joplin, MO	St. John's Siegfried Health Center - Tulsa, OK
Health South - Columbia, MO	Sports Med and Training Center - St. Louis, MO
St. John's Sports Care - Joplin, MO	Meyer Center - Springfield, MO
St. John's Fitness Center - Springfield, MO	Verizon Wireless Wellness Ctr. - Albuquerque, NM
Tan Tara Resort - Osage Beach, MO	Physical Therapy of Joplin - Joplin, MO
Wellness Center of the Midlands - Omaha, NE	LA Schools Youth Camp - Boca Raton, FL
Verizon Wireless Wellness Ctr. – Dallas, TX	Salt Fork YMCA - Marshall, MO
Calloway County YMCA - Boone, MO	Power House Gym - Joplin, MO

Clinical Track: \_\_\_\_\_ Non-clinical Track: \_\_\_\_\_

**MISSOURI SOUTHERN STATE UNIVERSITY  
DEPARTMENT OF KINESIOLOGY  
HEALTH PROMOTION AND WELLNESS CURRICULUM**

NAME: \_\_\_\_\_ S-I.D.# \_\_\_\_\_  
(LAST) (FIRST) (MI)

ADDRESS: \_\_\_\_\_  
(STREET) (CITY) (STATE) (ZIP) (PHONE - LOCAL)

**WRITING INTENSIVE** – Five writing intensive courses are required of all baccalaureate degree candidates. Students transferring to MSSU with  $\geq 30$  hours will only be required to complete four writing intensive courses.

<u>CORE REQUIREMENTS</u> (50)	<u>Hrs.</u>	<u>Completed</u>
ENG 101 English Composition <b>WI</b>	(3)	_____
ENG 102 or 111 Eng Comp <b>WI</b>	(3)	_____
COMM 100 Oral Communication	(3)	_____
MATH 140 Algebra and Trig	(5)	_____
Music, Art or Theater 110 2A	(3)	_____
Literature Elective 2B	(3)	_____
Humanities/Fine Arts Elective 2C	(3)	_____
BIO 101 General Biology	(4)	_____
PHYS 100 Fund of Physical Science	(5)	_____
OR		
*PHYS 151 College Physics I	(5)	_____
PSY 100 General Psychology	(3)	_____
HIST 110 American History	(3)	_____
HIST 120 American History	(3)	_____
PSC 120 Government	(3)	_____
ECON 180 American Economics System	(3)	_____
International Cultural Studies Elective	(3)	_____
MIDS 100 The University Experience +	(3)	_____
+ Transfers with $\geq 30$ hours meet Area 5A with selected course		

<u>DEPARTMENT OF KINESIOLOGY REQUIREMENTS</u> (41)	<u>Hrs.</u>	<u>Completed</u>
KINE 113 Wellness for the Health Prof.	(2)	_____
KINE 114 Fitness Prog/Assessment	(2)	_____
KINE 220 First Aid and Sport Safety	(2)	_____
KINE 251 Lifetime Activities I (F)	(3)	_____
KINE 292 Fitness and Wt. Training	(2)	_____
KINE 295 Orientation to H.P./Wellness	(1)	_____
KINE 305 Aging and Health (S)	(2)	_____
KINE 340 Motor Learning	(2)	_____
KINE 342 Biomechanics	(3)	_____
KINE 345 Tests & Measurements	(2)	_____
KINE 352 Administration in H.P.	(3)	_____
KINE 375 Adapted P.E. <b>WI</b>	(2)	_____
KINE 385 Nutrition for Human Dev.	(3)	_____
KINE 395 Practicum in Wellness	(2)	_____
KINE 431 Physiology of Exercise	(2)	_____
KINE 432 Physiology of Exercise Lab	(2)	_____
KINE 495 Internship in Wellness	(6)	_____

*Note and follow all prerequisites. Bio 201 is a prerequisite for Kine 342, 431, and 432. Math 140 is a prerequisite for PHYS 151. Econ 180 is a prerequisite for MM300.*

- Cumulative GPA of 2.50 for all college courses prior to Admission into KINE 495, Internship in Wellness.
- Five writing intensive courses required for graduation. Eng 101, Eng 102, two of remaining three must be upper division.
- 40 hours minimum of upper division courses.
- Must have a 3.0 G.P.A. to take a course independent study.

<u>SUPPORTING REQUIREMENTS(13)</u>	<u>Hrs.</u>	<u>Completed</u>
CIS 105 Intro Micro Use	(3)	_____
PSY 221 Psych of Personal Adj.	(3)	_____
BIO 201 Human Anatomy	(4)	_____
GB 320 Business Communications <b>WI</b>	(3)	_____

<u>SUPPORTING ELECTIVES</u> (20)	<u>Hrs.</u>	<u>Completed</u>
MM 300 Principles of Marketing	(3)	_____
MM 350 Fund. of Org. Management <b>WI</b>	(3)	_____
MM 352 Human Resource Management	(3)	_____
MM 441 Organizational Behavior	(3)	_____
PSY 282 Applied Behaviorism (F)	(3)	_____
*PSY 320 Applied Statistics	(3)	_____
*BIO 301 Human Physiology (F)	(4)	_____
*CHEM 101 General Chemistry I	(5)	_____
*CHEM 102 General Chemistry II	(5)	_____
*PHYS 152 College Physics II (S)	(4)	_____

OR other Approved Elective(s) to total 20 hours

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*\* Courses recommended for students pursuing the clinical track*

*Choose the elective courses that are appropriate to your career interest area.*

**124 hours minimum required for graduation**

**Application for internship, Kine 495, must be filed with Marty Conklin at least one semester prior to the experience to receive departmental endorsement.**

**FILING DEADLINES: 1<sup>st</sup> week of November for Spring intern.  
1<sup>st</sup> week of April for Fall or Summer intern.**

**A MINIMUM OF 400 HOURS IS REQUIRED FOR THE INTERNSHIP EXPERIENCE.**

**ALL COURSE WORK MUST BE COMPLETED PRIOR TO BEGINNING THE INTERNSHIP.**



