

# HSCI 475 – Internship in Health Science Intent to Intern Form

## HSCI 475 Overview

- UNK students pursuing a degree and/or pre-professional program need to complete an experiential learning requirement consisting of on-site health related experience. HSCI 475 satisfies this experiential learning requirement.
- This opportunity is designed to enhance their understanding of the healthcare system while gaining valuable on-the-job experience.
- The internship can be a unpaid or paid experience depending on the site.
- Students enrolled in HSCI 475 are required to complete 40 hours per 1 credit hour. Students are allowed to take up to 5 credit hours of HSCI 475 per semester.

## Student Information

Name \_\_\_\_\_

Student NUID \_\_\_\_\_

UNK Email \_\_\_\_\_

Phone # \_\_\_\_\_

Hometown \_\_\_\_\_

Program/Major \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State \_\_\_\_\_

Credit hours (1-5) \_\_\_\_\_

Term \_\_\_\_\_

Student expectations for internship (list 4 SMART goals):

## Site Information

Location \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_

Supervisor Name \_\_\_\_\_

Supervisor Email \_\_\_\_\_

Supervisor Phone # \_\_\_\_\_

Supervisor Title \_\_\_\_\_

Start date \_\_\_\_\_

Paid internship? Yes  No

Internship responsibilities (indicate intern's major areas of responsibility):

**Return to:** Julie Calahan, HSCI 475 Instructor

[calahanj@unk.edu](mailto:calahanj@unk.edu)

Office: 308-865-8444

Address: UNK Bruner Hall of Science, 2401 11<sup>th</sup> Avenue, Kearney

## Student Responsibilities

- Students are required to get a HSCI 475 Intent to Intern form signed by the site supervisor prior to enrollment in the class.
- The student will commit to learn as much as the site supervisor can provide in occupational information, skills, and general health related knowledge.
- The student intern will be honest, punctual, cooperative, courteous, and willing to fulfill the internship assignment.
- Students are expected to complete all assignments including the initial meeting with instructor, company profile, paper or project, site meeting with supervisor and instructor along with the final reflection.

## Site Supervisor Responsibilities

To provide the student intern with a broad educational experience within the healthcare environment, the supervisor is encouraged to:

- Assign the student activities pertinent to the professional development of the student, which challenges the student to progressively learn, and provide a variety of appropriate tasks within a healthcare environment.
- Inform other employees of the student intern's presence and role responsibilities.
- Include the student intern in trainings and meetings that would challenge the student and broaden their educational experience.

In addition, the site supervisor will be involved in the following assignments:

- **Intent to Intern Form:** The site supervisor will work with the student to complete the HSCI 475 Intent to Intern form prior to the student starting. The student is responsible for bringing this document to the site supervisor. During this time, the site supervisor is encouraged to outline expectations and responsibilities.
- **Company Profile:** Each student must complete a Company Profile assignment to learn more about the company. While the student can obtain much of the information on the company's website, supervisors are encouraged to help provide information pending the student's request for assistance.
- **Evaluation:** The site supervisor will complete one evaluation on the student towards the other at the end of semester. Students will be required to bring the evaluation form to the site supervisor. The site supervisor will submit the evaluation form directly to the UNK instructor.
- **Site Meeting:** During the internship, the student is responsible for scheduling a meeting involving the UNK instructor, site supervisor and student. The purpose of this meeting is to connect all parties to determine the progress of goals and gain feedback on skills and development. This meeting will be initiated by the student.

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Site Supervisor

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Student Intern

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