

**Sport Management Internship RCSM491
Application/Internship Agreement**

Please type or print legibly. The following form should be completed by the internship candidate. It should then be reviewed by the potential site supervisor. Lastly, it should be submitted to the Sport Management Internship Coordinator. Attach transcripts and job description.

Student Information

Last Name:	First Name:
Email: _____ @sycamores.indstate.edu	Student ID Number: _____
Phone Number: _____	

Academic Information

Internship Semester/Term: _____		
Overall GPA: _____		
Major GPA: _____		
Credits Completed: _____		
Classes Completed within major (circle):	RCSM 100	RCSM195
	RCSM391	RCSM420
		RCSM210
		RCSM480
Internship Site Information:		
Organization/Agency Name: _____		
Location: _____	Web Address: _____	
Supervisor's Name: _____	Title: _____	
Email: _____	Phone: _____	Fax: _____

Internship Position Title: _____		
Start Date: _____	End Date: _____	Hours/Week: _____
Compensation (circle): YES/NO If yes, what is the compensation? _____		

Internship Description and Learning Goals

After completing the internship declaration form, the next step is to write your learning goals. After reading the job description (must be attached or it will not be approved), write five SMART goals. The key is to have these goals measurable based on possible accomplishments, skill building, knowledge, or behavior that will assist you in successfully complete the internship.

Each goal should be developed off the following questions:

What are the tasks that will be completed?

How will each goal be accomplished?

Describe the skills and abilities that will be demonstrated.

How is the goal measurable?

How will the goal be evaluated?

When will the goal be completed?

1.	
2.	
3.	
4.	
5.	

The student, the site supervisor, and the Sport Management Internship Coordinator have agreed to the goals set forth for this internship. Any changes to the goals must be approved by the student, the site supervisor, and the Sport Management Internship Coordinator.

Student Signature:

Date

Site Supervisor:

Date

Sport Management Internship Coordinator:

Date

Sport Management Internship Checklist

Attended three Sport Management Internship Meetings

Meeting 1 Date:

Internship Coordinator Signature

Meeting 2 Date:

Internship Coordinator Signature

Meeting 3 (Good Luck Meeting) Date:

Internship Coordinator Signature

Internship Registration Form Completed:

Date

Internship Goals Completed:

Date
