

CHHS Internship Application Form

Instructions:

1. Have meeting with academic advisor to determine readiness for 497 (Human Services Internship), 499 (Community Health), or 693 (Advanced Field Experience).
2. Fill out the Student Information section of this form. You will need to save the form to your computer first and then it will act as a fillable PDF.
3. Email this form to the CHHS Internship Coordinator (adcarr@uab.edu) at the beginning of the semester prior to taking 497, 499, or 693.
4. Have a meeting with internship coordinator to plan internship. (Internship Coordinator will contact you to schedule meeting.)

Student Information

Student Name: _____ Date: _____

Concentration: _____ UAB Email address: _____

Student's Mailing Address: _____

Phone: _____

497 / 499 / 693 Credit Hour plan:

Fall (year) _____ Credit hours _____

Spring (year) _____ Credit hours _____

Summer (year) _____ Credit hours _____

Anticipated Graduation Date _____

CPR/First Aid card yes ___ no ___ Expiration Date: _____

Agency choices or Areas of Interest

1. _____

2. _____

3. _____



To be filled out upon confirmation of site:

Current MOA# : _____ Internship Supervisor’s Name: _____

Job Title: _____ Agency’s Physical Address: _____

Supervisor’s Phone: _____

Supervisor’s Email: _____

Highest Degree*: _____
Field _____

**Must hold at least a Bachelor’s degree or higher from an accredited institution.*

CHHS 499 / 497 / 693 Application Form

Student:

I understand that in order to satisfy the CHHS 497, CHHS 499, or CHHS 693:

- 1. A current UAB Memorandum of Agreement must be in force and approved by the site and UAB personnel before internship can be started. (non-UAB sites only). [Students will not handle or deliver the MOA; this will be done by the UAB Internship Coordinator and the site.]*
- 2. I must work with the agency site supervisor to complete the CHHS Contract Agreement Form.*
- 3. I must submit the Contract Agreement form to the UAB CHHS Internship Coordinator for approval and signatures before starting the internship and before submitting the form on Canvas.*
- 4. I must accomplish the stated minimum number of contact hours during the semester in which I am enrolled in the course at the assigned agency.*
- 5. I must perform satisfactorily in the opinion of my agency supervisor.*
- 6. I must complete all assignments, reports, and presentations described in the syllabus at the quality and level required by the Instructor.*
- 7. I must follow the rules and ethical standards of the agency and UAB Honor Code and understand that any breach of these rules or ethics could result in failing my internship.*

Student Initial: _____