



**Exercise and Sports Science  
Department**

# **Student Handbook**

**Academic Year 2023-2024**

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# Introducing the Exercise and Sports Science Department Faculty and Staff:

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**Office: 155 North Street, Room #100-A; Extension 3396**

Teaches: Exercise Physiology I; Exercise Physiology II, Exercise Testing & Prescription; Human Motor Development; Scientific Foundations of Strength Training & Conditioning; Fundamentals of Coaching; Professional & Career Development; Nutrition in Exercise and Sport; Health and Fitness; Exercise, Nutrition and Heart Disease

## **Jessica Alsup, Ph.D.**

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**Office: 155 North Street, Room #109; Extension 3673**

Teaches: FYE: Mental Toughness in Sport and Life; Nutrition in Exercise and Sport; Exercise Response and Adaptations in Special Populations; Health Promotion; Exercise Physiology II; Intro to Exercise Science; Human Motor Development; Applied Nutrition; Health and Fitness

## **Jeff Godin, Ph.D., CSCS**

### **Head of Performance and Sports Science**

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**Office: 155 North Street, Room #111; Extension 3716**

Teaches: FYE: Mental Toughness in Sport and Life; Weight Training for Athletes; Practicum in Strength & Conditioning; Assessment for Strength & Conditioning; Fundamentals of Coaching; Exercise Physiology I; Exercise Physiology II; Exercise Testing & Prescription; Fitness Management; Functional Anatomy; Scientific Foundations of Strength Training & Conditioning; Nutrition in Exercise and Sport; Health Promotion; Exercise, Nutrition and Heart Disease; Health and Fitness

## **David Heikkinen, Ph.D., CSCS**

[dheikkin@fitchburgstate.edu](mailto:dheikkin@fitchburgstate.edu)

**Office: 155 North Street Room #109; Extension 3922**

Teaches: Fitness Management; Weight Training for Athletes; Scientific Foundations of Strength & Conditioning; Practicum in Strength & Conditioning; Biomechanics & Motor Control of Human Movement; Functional Anatomy; Human Motor Development; Health and Fitness

## **Timothy Hilliard, Ph.D., CSCS**

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**Office: 155 North Street, Room #108; Extension 3671**

Teaches: Biomechanics & Motor Control of Human Movement; Scientific Foundations of Strength Training & Conditioning; Practicum in Strength & Conditioning; Assessment for Strength & Conditioning; Intro to Exercise Science; Intro to Research in Exercise Science; Functional Anatomy; Health and Fitness

## **Karen Keenan, Ph.D.**

[kkeenan5@fitchburgstate.edu](mailto:kkeenan5@fitchburgstate.edu)

**Office: 155 North Street, Room #104; Extension 3987**

Teaches: Intro to Sports Medicine; Intro to Exercise Science; Professional & Career Development; Biomechanics & Motor Control of Human Movement; Psychology of Sport and Exercise; Human Motor Development; Applied Nutrition; Health and Fitness

## **Monica Maldari, Ed.D, ACSM, CES, RCEP, EIM**

### **Health Professions Advisor**

[mmaldar1@fitchburgstate.edu](mailto:mmaldar1@fitchburgstate.edu)

**Office: 155 North Street Room #103; Extension 4483**

Teaches: Professional & Career Development; Exercise Response and Adaptations in Special Populations; Exercise, Testing & Prescription; Intro to Exercise Science; Cardiovascular & Electrophysiology; Health Promotion; Health and Fitness

## **Lindsay Parisi, Ph.D.**

### **Internship Coordinator**

[llaamann@fitchburgstate.edu](mailto:llaamann@fitchburgstate.edu)

**Office: 155 North Street Room #110; Extension 3158**

Teaches: Biomechanics of Sport; Exercise Physiology I; Exercise Physiology II; Human Motor Development; Internships; Health and Fitness

## **Danielle Wigmore, Ph.D.**

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**Office: 155 North Street, Room #112; Extension 3250**

Teaches: Exercise Physiology I; Exercise Physiology II; Health Promotion; Cardiovascular & Electrophysiology; Wellness in Today's World; Exercise, Nutrition and Heart Disease; Health and Fitness

## **Secretary**

### **Cheryl Sarasin**

**Office: 155 North Street, Room #100; Extension 3304**

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**Hours: Monday thru Friday: 8:00 – 4:30 p.m.**

## **EXERCISE SCIENCE CAREER OPPORTUNITIES**

Career opportunities are numerous and varied for Exercise and Sports Science graduates in all tracks – Clinical Exercise Physiology, Fitness and Wellness, or Strength and Conditioning. You may elect to work in an entry-level position immediately upon graduation, or you may choose to further your education. The Exercise and Sport Science major prepares you for either option.

As the Health Club industry continues to grow and be profitable, numerous opportunities exist for qualified students to obtain employment as fitness club workers. Although health club memberships span all age groups, senior citizens represent the fastest growing cohort in new membership applications. Fitness instructors in this setting will be working increasingly with an at-risk population. Appropriate education is essential; employers are already seeking those who have the knowledge base to work with this group.

Additionally, the role of the clinical exercise physiologist will continue to expand, as chronic diseases such as cardiovascular disease and diabetes continue to be pervasive. It is already impossible to rehabilitate these individuals with such conditions using supervised medical programs alone. More stable patients - those at low to moderate risk for a first or second myocardial infarction (heart attack) - are joining health clubs. Because of this trend, fitness centers/health clubs will need specially trained employees to provide the acceptable standard of care. The clinical exercise physiologist will be the “point person” for risk stratification and exercise programming for these clients, often in conjunction with physician recommendation.

The field of exercise science has been continuously growing to meet the increased demand for educated, certified, and experienced fitness professionals. A baccalaureate degree in exercise science with associated certification would strongly position a graduate for a career in the fitness field. Most patients can benefit from supervised physical activity. Whether a fitness evaluation, a clinical or functional capacity test, or interpretation and exercise prescription, the exercise specialist is qualified to provide these services. Physical activity is not only preventive of over 26 diseases and conditions, it also is recognized as viable treatment for a significant number of disorders. Exercise specialists are best suited for this work, and are fast becoming formally recognized as an integral part of the health care team. Recently, the American College of Sports Medicine (ACSM) has spearheaded the “Exercise is Medicine” initiative. This initiative creates a new way to view the association between physical activity and health and seeks to establish formal working relationships between medical practitioners and health fitness professionals. The ACSM offers 4 levels of certification for exercise

professionals that ensure high standards of knowledge and experience for exercise professionals, whether seeking to work with patients or the general population.

A degree in exercise science is a great stepping stone for careers in rehabilitation. Along with carefully selected electives, your degree in exercise science positions you well for entry into graduate programs in physical therapy, occupational therapy, and athletic training.

The burgeoning field of strength and conditioning provides an excellent opportunity for students wishing to apply the practices of safe and effective exercise training to the athletic population. There is a growing need for professionals in the strength and conditioning field, both in athletics and the general population at commercial facilities. The Bureau of Labor Statistics projects 15% growth in the field of strength and conditioning between 2012 and 2022 compared to 11% growth for all other professions (BLS.gov).

The role of the strength and conditioning coach has and will continue to grow. Today's strength and conditioning coach focuses on athlete health, injury prevention, and the improvement of human performance. The delicate balance among these dimensions requires a specific set of knowledge, skills, and abilities in the Exercise and Sport Sciences. The strength and conditioning coach needs to be able to communicate with other team health care professionals including the team physician and athletic trainer. Thus, the strength and conditioning coach must be proficient with program design and be knowledgeable in the area of sports medicine.

Because of the shift to alternative care, and because of the interest the elderly show in acquiring and maintaining as much quality of life as is possible, there will be a growing employment market for the clinical exercise physiologist, and for those who have expertise in the management of fitness/wellness facilities. Likewise, there will be an increased demand for trained strength and conditioning professionals to work with athletes across a variety of settings (professional, collegiate, youth, or weekend warrior). Fitchburg State University will be at the leading edge of the employment market because of its strong track in clinical exercise physiology, its hands-on preparation in strength and conditioning, and because of the purposeful blend of clinical physiology and health fitness emphases in all tracks. The completion of your degree will prepare you to sit for a variety of certification exams offered by the ACSM, the National Strength and Conditioning Association, and other certifying bodies.

The following lists include employment possibilities. Students who elect a broader program of study may opt for graduate education, or work in the commercial, corporate, or hospital-based fitness industries.

<b>Clinical Exercise Physiology</b>	<b>Fitness and Wellness</b>	<b>Strength and Conditioning</b>
Athletic training*	Commercial health/fitness club	Strength coach for:
Cardiopulmonary exercise testing	Corporate/employee wellness programs	Division I, II, and III Collegiate Athletics
Cardiopulmonary rehabilitation	Fitness equipment design	Professional Sports Teams
Chiropractic*	Fitness equipment installation	Commercial strength and conditioning settings
Exercise physiologist	Fitness equipment marketing/sales	Research in strength and conditioning or sports science
Exercise technician	Municipal fitness/recreation programs	Sport scientist
Hospital-based wellness program	Management consultant	
Occupational therapy*	Personal trainer	
Physician assistant*	Small business owner	
Physical therapy*		
Prosthesis design		
Pulmonary rehabilitation		
Research in health and exercise*		
Resident care facilities		
Shoe design		

*\*Some career paths require a Masters or Doctoral degree. The Exercise and Sports Science program will provide students with the necessary prerequisites.*

# WHAT YOU WILL LEARN

## **General Knowledge and Skills**

College students need to acquire not only profession-specific skills, but they also need to acquire more generalized skills in order to successfully navigate the changing world of work. These are:

### ***Communication and Interpersonal Skills***

To a large measure, the success of the exercise science practitioner depends on his/her ability to communicate and relate to others effectively. These competencies include listening, interpreting, conveying information, writing, and public speaking. Students in Exercise and Sports Science will have numerous opportunities to develop public speaking skills, including class presentations and internship presentations.

Students will also be encouraged to submit work to regional professional organizations as well as the University's annual Undergraduate Conference on Research and Creative Practice for presentation in poster or oral session formats. **All students are required to attend one professional conference during their tenure at FSU. This requirement is on the advising form, and is a graduation requirement.**

### ***Leadership and Teamwork Skills***

The ability to work in a team either as a member or as its leader is critical in most professional settings. Therefore, courses incorporate group projects, laboratory teams, group presentations, and case studies to develop the skills and attitudes of leadership and team building.

### ***Organizational Skills***

The complexity of the workplace demands strong organizational skills. These skills would be developed primarily through the experiential base that is the foundation of this curriculum. Laboratory experiences, apprenticeships, and internships develop and reinforce organization with regard to work efficiency and reporting. The Professional and Career Development course will require extensive writing and literature searches.

### ***Critical Thinking Skills***

Critical thinking skills such as analysis, synthesis, judgment, and reflection are essential components of the practitioner's work. The successful outcome for many



clients may depend on the practitioner's ability to think, to communicate, to articulate, and to formulate appropriate questions. The Exercise and Sports Science major reflects a curriculum that recognizes the importance of these traits, and emphasizes the process of systematic learning of these skills. This is fulfilled by the progressive rigor in thought and expression required as students advance in course levels.

### ***Computer Competency***

Computer competency will be developed within the department. Students may elect an introductory computer course as a free elective.

## **Discipline-Specific Knowledge and Skills**

### ***Quantitative Skills***

Quantitative skills such as research, testing, and interpretation of testing are the foundation of Exercise Science. Throughout departmental course work, students will learn to search the literature, develop and conduct surveys, collect physiological data, interpret data, and analyze the results of studies.

### ***Specific Knowledge, Skills, Abilities***

There is currently no licensure for health/fitness professionals. However, ACSM and the National Strength and Conditioning Association (NSCA) do offer certification programs in health and fitness, and in clinical exercise physiology. These specific certifications are rapidly becoming the industry standard. Furthermore, the Commission on Accreditation of Allied Health Education Programs (CAAHEP) uses the knowledge, skills, and abilities (KSAs) set by the ACSM as the foundation for accreditation of undergraduate programs in Exercise Science. While we are not convinced that seeking CAAHEP accreditation is the right path, we have based the curriculum, in large part, on the KSAs set as standards by ACSM and NSCA. Such alignment has enabled our strength and conditioning concentration to be recognized by the NSCA Education Recognition Program. Therefore, the curriculum is based, in large part, on the knowledge, skills, and abilities set as standards by these two organizations. These are:

### **Health/Fitness**

Functional Anatomy and Biomechanics  
Exercise Physiology  
Human Development and Aging  
Pathophysiology/Risk Factors  
Human Behavior/Psychology

### **Clinical Exercise Physiology**

Metabolic Function  
Pathophysiology/Risk Factors  
Health Appraisal/Exercise Testing  
Emergency Procedures and Safety  
Exercise Programming

Health Appraisal and Fitness Testing  
Emergency Procedures and Safety  
Exercise Programming  
Nutrition and Weight Management  
Program Administration/Management  
    personnel  
    budget/finance  
    marketing/sales  
    operations  
    communication  
    health promotion  
    risk management  
Interpersonal Skills

Electrophysiology  
Interpersonal Skills

## **THE CURRICULUM**

The major is both multi- and interdisciplinary. It is multidisciplinary in that it is the integration of anatomy, physiology, physics, psychology, and learning theory to describe and explain responses and adaptations to exercise and training, and to apply that knowledge to enhance physical potential for health, for sport, and in rehabilitation. It is interdisciplinary in that it draws from Biology and Business Administration to provide a foundation in these disciplines to support exercise science applications as well as to enhance career preparedness.

There is a common core of Exercise Science courses to ensure a solid foundation in the various disciplines that comprise this multidisciplinary field of study, and to ensure the ability to apply knowledge in a variety of practical experiences. There is an opportunity also to develop breadth and depth in the field of Exercise and Sports Science as each track has specific requirements, as well as free electives. All Exercise and Sports Science majors must complete a core of EXSS courses, including a 225-hour internship, as well 5 or 6 General Education requirement courses, depending on the concentration.

**20232024**  
**4-Year Plan of Study**  
**Exercise and Sports Science**  
**FITNESS AND WELLNESS TRACK (B.S. Degree)**

**FRESHMAN YEAR**

<b>Fall Semester</b>		<b>16 Credits</b>
ENG 1100	Writing (W)	(3)
EXSS 1011	Intro to Exercise Science	(3)
BIO 1200	Anatomy & Physiology I	(4)
FYE	First Year Experience (R & IL)	(3)
XXXX	Gen Ed/Exploration	(3)

<b>Spring Semester</b>		<b>16 Credits</b>
ENG 1200	Writing II (W & IL)	(3)
MATH 1700	Applied Statistics (QR)	(3)
BIOL 1300	Anatomy & Physiology II	(4)
PSY 1100	Intro to Psychological Science (PL)	(3)
XXXX	Gen Ed/WS	(3)

**SOPHOMORE YEAR**

<b>Fall Semester</b>		<b>16 Credits</b>
EXSS 2065	Research Methods	(3)
EXSS 2071	Exercise Physiology I	(4)
XXXX	Free Elective or Minor course	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

<b>Spring Semester</b>		<b>16 Credits</b>
EXSS 2400	Health Promotion (PW)	(3)
EXSS 2072	Exercise Physiology II	(4)
EXSS 2050	Functional Anatomy	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration (SI)	(3)

**JUNIOR YEAR**

<b>Fall Semester</b>		<b>15 Credits</b>
EXSS 2300	Sports Nutrition <i>Or</i>	(3)
EXSS 3000	Applied Nutrition	
EXSS 3110	Weight Training for Fitness <i>Or</i>	(3)
EXSS 3120	Strength Training & Conditioning	
EXSS 4200	Professional & Career Development	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Minor or Gen Ed/ Integration (AIA)	(3)

<b>Spring Semester</b>		<b>14 Credits</b>
EXSS 3450	Exercise, Testing & Prescription	(4)
XXXX	Free Elective or Minor course	(3)
XXXX	Free Elective or Minor course	(3)
XXXX	Gen Ed/Exploration	(4)

**SENIOR YEAR**

<b>Fall Semester</b>		<b>14 Credits</b>
EXSS 3600	Exercise Response & Adaptation in Special Populations	(3)
EXSS 4005	Biomechanics & Motor Control of Human Movement	(4)
XXXX	Free Elective or Minor course	(3)
XXXX	Free Elective	(4)

<b>Spring Semester</b>		<b>13 Credits</b>
EXSS 4040	Fitness Management	(3)
XXXX	Free Elective	(4)
EXSS 4950	Internship (AIA/IHIP)	(6)

**Total Credits: 120**

# **FITNESS and WELLNESS Track**

## **EXSS Major Requirements and Prerequisites**

### **Prerequisites:**

All Exercise and Sports Science Majors must complete a core of EXSS courses, General Education requirements, and a 225-hour internship

A prerequisite minimum grade of 2.0 in **EXSS 1011** (Intro to Exercise Science) AND **BIOL 1200** (Anatomy and Physiology I) is required in order to move forward in the major.

### **Required EXSS Courses:**

All students are required to complete the following Common Core courses for the Fitness and Well Concentration:

- EXSS 1011 – Intro to Exercise Science 3 cr.
- EXSS 2050 - Functional Anatomy 3 cr.
- EXSS 2065 - Intro to Research in Exercise Science 3 cr.
- EXSS 2071 – Exercise Physiology I 4 cr.
- EXSS 2072 – Exercise Physiology II 4 cr.
- EXSS 2300 – Sports Nutrition 3 cr. **OR** EXSS 3000 Applied Nutrition 3 cr.
- EXSS 2400 – Health Promotion 3 cr. (*Personal Wellness*)
- EXSS 3450 – Exercise Testing and Prescription 4 cr.
- EXSS 4005 – Biomechanics and Motor Control of Human Movement 4 cr.
- EXSS 4040 – Fitness Management 3 cr.
- EXSS 4200 – Professional and Career Development 3 cr.
- EXSS 4950 – Internship 6 cr. (*Integrated High Impact Practice*)

### **Cognate Courses:**

- BIOL 1200 – Anatomy & Physiology I 4 cr.
- BIOL 1300 – Anatomy & Physiology II 4 cr.
- PSY 1100 – Intro to Psychological Science 3 cr.

### **Requirements for the Fitness and Well Concentration:**

- EXSS 3110 – Weight Training for Fitness 3 cr. **OR** EXSS 3120 – Strength Training and Conditioning 3 cr.
- EXSS 3600 – Exercise Response & Adaptations in Special Populations 3 cr.

### **Required General Education Courses:**

- MATH 1700 – Applied Statistics 3 cr. (*Quantitative Reasoning*)

### **Additional Requirements for the Fitness and Wellness Concentration:**

- Free Electives to Meet a Minimum of 120 Credits

Students are also required to complete additional coursework to graduate. Students will have the flexibility to complete more classes in the major, complete a minor degree, or other coursework to achieve the next step in reaching their academic and/or professional goals.

**Department Requirements:**

- Conference Attendance (students must submit paper demonstrating attendance at professional conference)
- CPR Certified (students must have current First Aid/CPR Certification)

**Readiness:** *(Institution credit only; does not count toward graduation credits)*

Mathematics: Placement Exam OR Basic Math II

English: Placement Exam OR Basic College Writing

## 2023-2024

### 4-Year Plan of Study Exercise and Sports Science

#### CLINICAL EXERCISE PHYSIOLOGY TRACK (B.S. Degree)

#### FRESHMAN YEAR

<i><b>Fall Semester</b></i>	<i><b>16 Credits</b></i>	
EXSS 1011	Introduction to Exercise Science	(3)
BIOL 1200	Anatomy & Physiology I	(4)
XXXX	Gen Ed/WS	(3)
ENGL 1100	Writing I	(3)
FYE	First Year Experience	(3)

<i><b>Spring Semester</b></i>	<i><b>17 Credits</b></i>	
BIOL 1300	Anatomy & Physiology II	(4)
ENGL 1200	Writing II	(3)
MATH 1700	Applied Statistics (QR)	(3)
PSY 1100	Intro to Psychological Science (PL)	(3)
BIOL 1800	General Biology I	(4)

#### SOPHOMORE YEAR

<i><b>Fall Semester</b></i>	<i><b>17 Credits</b></i>	
CHEM 1300	Gen Chemistry I (SI)	(4)
EXSS 2065	Research Methods	(3)
EXSS 2071	Exercise Physiology I	(4)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

<i><b>Spring Semester</b></i>	<i><b>16 Credits</b></i>	
EXSS 2072	Exercise Physiology II	(4)
EXSS 2400	Health Promotion (PW)	(3)
EXSS 2050	Functional Anatomy	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

#### JUNIOR YEAR

<i><b>Fall Semester</b></i>	<i><b>15 Credits</b></i>	
EXSS 2300	Sports Nutrition <i>Or</i>	(3)
EXSS 3000	Applied Nutrition	
EXSS 3120	Strength Training & Conditioning <i>Or</i>	(3)
EXSS 3110	Weight Training for Fitness	
EXSS 4200	Professional & Career Development	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

<i><b>Spring Semester</b></i>	<i><b>13 Credits</b></i>	
EXSS 3450	Exercise, Testing and Prescription	(4)
EXSS 4045	Cardiovascular and Electrophysiology	(3)
XXXX	Ged Ed/Integration (AIA)	(3)
XXXX	Free Elective	(3)

#### SENIOR YEAR

<i><b>Fall Semester</b></i>	<i><b>14 Credits</b></i>	
EXSS 3600	Exercise Response & Adaptation in Special Populations	(3)
EXSS 4005	Biomechanics & Motor Control of Human Movement	(4)
XXXX	Ged Ed/Integration (AIA)	(3)
XXXX	Free Elective	(3)
XXXX	Free Elective	(1)

<i><b>Spring Semester</b></i>	<i><b>12 Credits</b></i>	
EXSS 4040	Fitness Management	(3)
EXSS 4950	Internship (AIA/HIP)	(6)
XXXX	Free Elective	(3)

Total Credits: 120

# Clinical Exercise Physiology Track

## EXSS Major Requirements and Prerequisites

### Prerequisites:

All Exercise and Sports Science Majors must complete a core of EXSS courses, General Education requirements, and a 225-hour internship

A prerequisite minimum grade of 2.0 in **EXSS 1011** (Intro to Exercise Science) AND **BIOL 1200** (Anatomy and Physiology I) is required in order to move forward in the major.

### Required EXSS Courses:

All students are required to complete the following Common Core courses for the Clinical Exercise Physiology Concentration:

- EXSS 1011 – Intro to Exercise Science 3 cr
- EXSS 2050 - Functional Anatomy 3 cr.
- EXSS 2065 - Intro to Research in Exercise Science 3 cr.
- EXSS 2071 – Exercise Physiology I 4 cr.
- EXSS 2072 – Exercise Physiology II 4 cr.
- EXSS 2300 – Sports Nutrition 3 cr. **OR** EXSS 3000 Applied Nutrition 3 cr.
- EXSS 2400 – Health Promotion 3 cr. (*Personal Wellness*)
- EXSS 3450 – Exercise Testing and Prescription 4 cr.
- EXSS 4005 – Biomechanics and Motor Control of Human Movement 4 cr.
- EXSS 4040 – Fitness Management 3 cr.
- EXSS 4200 – Professional and Career Development 3 cr.
- EXSS 4950 – Internship 6 cr. (*Integrated High Impact Practice*)

### Cognate Courses:

- BIOL 1200 – Anatomy & Physiology I 4 cr.
- BIOL 1300 – Anatomy & Physiology II 4 cr.
- PSY 1100 – Intro to Psychological Science 3 cr.

### Requirements for the Clinical Exercise Physiology Concentration:

- EXSS 3110 – Weight Training for Fitness 3 cr. **OR** EXSS 3120 – Strength Training and Conditioning 3 cr.
- EXSS 3600 – Exercise Response & Adaptations in Special Populations 3 cr.
- EXSS 4045 – Cardiovascular and Electrophysiology 3 cr.

### Required General Education Courses:

- BIOL 1800 – General Biology I 4 cr. (*Procedural & Logical Thinking*)
- CHEM 1300 – General Chemistry I 4 cr. (*Scientific Inquiry and Analysis*)
- MATH 1700 – Applied Statistics 3 cr. (*Quantitative Reasoning*)

## **Additional Requirements for the Clinical Exercise Physiology Concentration:**

- Free Electives to Meet a Minimum of 120 Credits

### **Department Requirements:**

- Conference Attendance (students must submit paper demonstrating attendance at professional conference)
- CPR Certified (students must have current First Aid/CPR Certification)

**Readiness:** *(Institution credit only; does not count toward graduation credits)*

Mathematics: Placement Exam OR Basic Math II

English: Placement Exam OR Basic College Writing



**2023-2024**  
**4-Year Plan of Study**  
**Exercise and Sports Science**  
**Pre-PHYSICIAN ASSISTANT Track (PA)**  
**CLINICAL EXERCISE PHYSIOLOGY TRACK (B.S. Degree)**

**FRESHMAN YEAR**

<i>Fall Semester</i>	<i>16 Credits</i>	
EXSS 1011	Introduction to Exercise Science	(3)
BIOL 1200	Anatomy & Physiology I	(4)
XXXX	Gen Ed/WS	(3)
ENGL 1100	Writing I	(3)
FYE	First Year Experience	(3)

<i>Spring Semester</i>	<i>17 Credits</i>	
PSY 1100	Intro to Psychological Science (PL)	(3)
BIOL 1300	Anatomy & Physiology II	(4)
ENGL 1200	Writing II	(3)
MATH 1700	Applied Statistics (QR)	(3)
BIOL 1800	General Biology I	(4)

**JUNIOR YEAR**

<i>Fall Semester</i>	<i>16 Credits</i>	
EXSS 2300 <i>or</i>	Sports Nutrition <i>or</i>	(3)
EXSS 3000	Applied Nutrition	
EXSS 3110	Weight Training for Fitness <i>or</i>	(3)
EXSS 3120	Strength Training & Conditioning	
EXSS 4200	Professional & Career Development	(3)
<b>CHEM 2000</b>	<b>Organic Chemistry I (AIA)</b>	<b>(4)</b>
XXXX	Gen Ed/Exploration	(3)

<i>Spring Semester</i>	<i>15 Credits</i>	
EXSS 3450	Exercise Testing & Prescription	(4)
EXSS 4045	Cardiovascular & Electrophysiology	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)
XXXX	Free Elective	(2)

**SOPHOMORE YEAR**

<i>Fall Semester</i>	<i>17 Credits</i>	
EXSS 2050	Functional Anatomy	(3)
EXSS 2065	Research Methods	(3)
EXSS 2071	Exercise Physiology I	(4)
CHEM 1300	Gen Chemistry I (SI)	(4)
XXXX	Gen Ed/Exploration	(3)

<i>Spring Semester</i>	<i>14 Credits</i>	
EXSS 2072	Exercise Physiology II	(4)
<b>CHEM 1400</b>	<b>Gen Chemistry II</b>	<b>(4)</b>
EXSS 2400	Health Promotion (PW)	(3)
XXXX	Gen Ed/Exploration	(3)

**SENIOR YEAR**

<i>Fall Semester</i>	<i>13 Credits</i>	
EXSS 3600	Exercise Response & Adaptation in Special Populations	(3)
EXSS 4005	Biomechanics & Motor Control of Human Movement	(4)
<b>BIOL 3030</b>	<b>Biochemistry (AIA)</b>	<b>(3)</b>
XXXX	Gen Ed/Integration (AIA)	(3)

<i>Spring Semester</i>	<i>12 Credits</i>	
EXSS 4040	Fitness Management	(3)
EXSS 4950	Internship (AIA/HIP)	(6)
<b>BIOL 2700</b>	<b>Medical Microbiology</b>	<b>(3)</b>

**Total Credits: 120**

Courses in bold indicate prerequisite courses for PA programs. They are not required by the clinical concentration at FSU

2023-2024

4-Year Plan of Study

Exercise and Sports Science

**Pre-PHYSICIAN THERAPY Track (PT)**

**CLINICAL EXERCISE PHYSIOLOGY TRACK (B.S. Degree)**

FRESHMAN YEAR			SOPHOMORE YEAR		
<b>Fall Semester</b>		<b>17 Credits</b>	<b>Fall Semester</b>		<b>17 Credits</b>
EXSS 1011	Introduction to Exercise Science	(3)	EXSS 2050	Functional Anatomy	(3)
BIOL 1200	Anatomy & Physiology I	(4)	EXSS 2065	Research Methods	(3)
BIOL 1800	General Biology I	(4)	EXSS 2071	Exercise Physiology I	(4)
ENGL 1100	Writing I	(3)	CHEM 1300	Gen Chemistry I (SI)	(4)
FYE	First Year Experience	(3)	XXXX	Gen Ed/WS	(3)
<b>Spring Semester</b>		<b>17 Credits</b>	<b>Spring Semester</b>		<b>15 Credits</b>
PSY 1100	Intro to Psychological Science (PL)	(3)	EXSS 2072	Exercise Physiology II	(4)
BIOL 1300	Anatomy & Physiology II	(4)	<b>CHEM 1400</b>	<b>Gen Chemistry II</b>	<b>(4)</b>
ENGL 1200	Writing II	(3)	MATH 1300 <i>or</i>	Precalculus <i>or</i>	<b>(4)</b>
MATH 1700	Applied Statistics (QR)	(3)	MATH 2300	Calculus	
<b>BIOL 1900</b>	<b>General Biology II</b>	<b>(4)</b>	EXSS 2400	Health Promotion (PW)	(3)
JUNIOR YEAR			SENIOR YEAR		
<b>Fall Semester</b>		<b>13 Credits</b>	<b>Fall Semester</b>		<b>16 Credits</b>
EXSS 2300 <i>or</i>	Sports Nutrition <i>or</i>	(3)	EXSS 3600	Exercise Response & Adaptation in Special Populations	(3)
EXSS 3000	Applied Nutrition		EXSS 4005	Biomechanics & Motor Control of	(4)
EXSS 4200	Professional & Career Development	(3)	XXXX	Human Movement	(3)
EXSS 3110 <i>or</i>	Weight Training for Fitness <i>or</i>	(3)	XXXX	Gen Ed/Exploration	(3)
EXSS 3120	Strength Training & Conditioning		XXXX	Gen Ed/Exploration	(3)
<b>PHYS 2300</b>	<b>General Physics I</b>	<b>(4)</b>	XXXX	Gen Ed/Exploration	(3)
<b>Spring Semester</b>		<b>17 Credits</b>	<b>Spring Semester</b>		<b>15 Credits</b>
EXSS 3450	Exercise, Testing and Prescription	(4)	EXSS 4040	Fitness Management	(3)
EXSS 4045	Cardiovascular and Electrophysiology	(3)	EXSS 4950	Internship (AIA/HIP)	(6)
<b>PHYS 2400</b>	<b>General Physics II (AIA)</b>	<b>(4)</b>	XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Integration (AIA)	(3)	XXXX	<b>Upper level psychology <i>or</i> sociology course</b>	<b>(3)</b>
XXXX	Gen Ed/Exploration	(3)			

**Total Credits: 127**

*Courses in bold indicate prerequisite courses for PT programs. They are not required by the clinical concentration at t*

2023-2024

**4-Year Plan of Study**  
Exercise and Sports Science

**Pre-ATHLETIC TRAINING Track (AT)**  
**CLINICAL EXERCISE PHYSIOLOGY TRACK (B.S. Degree)**

**FRESHMAN YEAR**

**Fall Semester 16 Credits**

EXSS 1011	Introduction to Exercise Science	(3)
BIOL 1200	Anatomy & Physiology I	(4)
XXXX	Gen Ed/WS	(3)
ENGL 1100	Writing I	(3)
FYE	First Year Experience	(3)

**Spring Semester 17 Credits**

BIOL 1300	Anatomy & Physiology II	(4)
ENGL 1200	Writing II	(3)
MATH 1700	Applied Statistics (QR)	(3)
PSY 1100	Intro to Psychological Science (PL)	(3)
BIOL 1800	General Biology I	(4)

**SOPHOMORE YEAR**

**Fall Semester 17 Credits**

EXSS 2050	Functional Anatomy	(3)
EXSS 2065	Research Methods	(3)
EXSS 2071	Exercise Physiology I	(4)
CHEM 1300	Gen Chemistry I (SI)	(4)
XXXX	Gen Ed/Exploration	(3)

**Spring Semester 15 Credits**

EXSS 2072	Exercise Physiology II	(4)
<b>CHEM 1400</b>	<b>Gen Chemistry II</b>	<b>(4)</b>
<b>MATH 1300 or 2300</b>	<b>Precalculus or Calculus</b>	<b>(4)</b>
EXSS 2400	Health Promotion (PW)	(3)

**JUNIOR YEAR**

**Fall Semester 13 Credits**

EXSS 2300 <b>or</b>	Sports Nutrition <b>or</b>	(3)
EXSS 3000	Applied Nutrition	
EXSS 3110 <b>or</b>	Weight Training for Fitness <b>or</b>	(3)
EXSS 3120	Strength Training & Conditioning	
EXSS 4200	Professional & Career Development	(3)
<b>PHYS 2300</b>	<b>General Physics I</b>	<b>(4)</b>

**Spring Semester 16 Credits**

EXSS 3450	Exercise, Testing & Prescription	(4)
EXSS 4045	Cardiovascular & Electrophysiology	(3)
<b>EXSS 2023</b>	<b>Introduction to Sports Medicine</b>	<b>(3)</b>
XXXX	Gen Ed/Integration (AIA)	(3)
XXXX	Gen Ed/Exploration	(3)

**SENIOR YEAR**

**Fall Semester 13 Credits**

EXSS 3600	Exercise Response & Adaptations in Special Populations	(3)
EXSS 4005	Biomechanics & Motor Control of Human Movement	(4)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

**Spring Semester 15 Credits**

EXSS 4040	Fitness Management	(3)
EXSS 4950	Internship (AIA/HIP)	(6)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/AIA	(3)

**Total Credits: 122**

*Courses in bold indicate prerequisite courses for AT programs. They are not required by the clinical concentration at I*

**2023-2024**  
**4-Year Plan of Study**  
**Exercise & Sports Science**  
**STRENGTH & CONDITIONING TRACK (B.S. Degree)**

**FRESHMAN YEAR**

<b>Fall Semester</b>		<b>16 Credits</b>
EXSS 1011	Introduction to Exercise Science	(3)
BIOL 1200	Anatomy & Physiology I	(4)
ENGL 1100	Writing I	(3)
MATH 1700	Applied Statistics (QR)	(3)
FYE	First Year Experience	(3)

<b>Spring Semester</b>		<b>16 Credits</b>
BIOL 1300	Anatomy & Physiology II	(4)
ENGL 1200	Writing II	(3)
PSY 1100	Intro to Psychological Science (PL)	(3)
XXXX	Gen Ed/WS	(3)
XXXX	Gen Ed/Exploration	(3)

**SOPHOMORE YEAR**

<b>Fall Semester</b>		<b>16 Credits</b>
EXSS 2050	Functional Anatomy	(3)
EXSS 2065	Research Methods	(3)
EXSS 2071	Exercise Physiology I	(4)
XXXX	Gen Ed/Exploration	(3)
XXXX	Gen Ed/Exploration	(3)

<b>Spring Semester</b>		<b>17 Credits</b>
EXSS 2400	Health Promotion (PW)	(3)
EXSS 2072	Exercise Physiology II	(4)
EXSS 3120	Strength Training & Conditioning	(3)
EXSS 2023	Introduction to Sports Medicine	(3)
EXSS 3011	Practicum in Strength & Cond/ 1-A	(1)
XXXX	Gen Ed/Exploration	(3)

**JUNIOR YEAR**

<b>Fall Semester</b>		<b>14 Credits</b>
EXSS 1450	Weight Training for Athletes	(1)
EXSS 2300	Sports Nutrition	(3)
EXSS 4200	Professional & Career Development	(3)
EXSS 3012	Practicum in Strength & Cond/ 1-B	(1)
XXXX	Gen Ed/Exploration	(3)
XXXX	Free Elective	(3)

<b>Spring Semester</b>		<b>14 Credits</b>
EXSS 1460	First Aid/CPR / AED	(1)
EXSS 3450	Exercise Testing and Prescription	(4)
EXSS 3001	Assessment for Strength & Conditioning	(1)
EXSS 4000	Fundamentals of Coaching	(3)
EXSS 4002	Practicum in Strength & Cond / 2-A	(2)
XXXX	Free Elective	(3)

**SENIOR YEAR**

<b>Fall Semester</b>		<b>15 Credits</b>
EXSS 4003	Practicum in Strength & Cond / 2-B	(2)
EXSS 4005	Biomechanics & Motor Control of Human Movement	(4)
EXSS 4040	Fitness Management	(3)
XXXX	Gen Ed/Integration (AIA)	(3)
XXXX	Gen Ed/Exploration	(3)

<b>Spring Semester</b>		<b>12 Credits</b>
EXSS 4950	Internship (AIA/HIP)	(6)
XXXX	Gen Ed/Integration (AIA)	(3)
XXXX	Gen Ed Exploration	(3)

**Total Credits: 120**

# **Strength & Conditioning Track**

## **EXSS Major Requirements and Prerequisites**

### **Prerequisites:**

All Exercise and Sports Science Majors must complete a core of EXSS courses, General Education requirements, and a 225-hour internship

A prerequisite minimum grade of 2.0 in **EXSS 1011** (Intro to Exercise Science) AND **BIOL 1200** (Anatomy and Physiology I) is required in order to move forward in the major.

### **Required EXSS Courses:**

All students are required to complete the following Common Core courses for the Strength & Conditioning Concentration:

- EXSS 1011 – Intro to Exercise Science 3 cr
- EXSS 2050 - Functional Anatomy 3 cr.
- EXSS 2065 - Intro to Research in Exercise Science 3 cr.
- EXSS 2071 – Exercise Physiology I 4 cr.
- EXSS 2072 – Exercise Physiology II 4 cr.
- EXSS 2300 – Sports Nutrition 3 cr.
- EXSS 2400 – Health Promotion 3 cr. (*Personal Wellness*)
- EXSS 3450 – Exercise Testing and Prescription 4 cr.
- EXSS 4005 – Biomechanics and Motor Control of Human Movement 4 cr.
- EXSS 4040 – Fitness Management 3 cr.
- EXSS 4200 – Professional and Career Development 3 cr.
- EXSS 4950 – Internship 6 cr. (*Integrated High Impact Practice*)

### **Cognate Courses:**

- BIOL 1200 – Anatomy & Physiology II 4 cr.
- PSY 1100 – Intro to Psychological Science 3 cr.

### **Requirements for the Strength and Conditioning Concentration:**

- EXSS 1450 – Weight Training for Athletes 1 cr.
- EXSS 2023 – Intro to Sports Medicine 3 cr.
- EXSS 3001 – Assessment for Strength and Conditioning 1 cr.
- EXSS 3011 – Practicum in Strength and Conditioning 1-A 1 cr.
- EXSS 3012 – Practicum in Strength and Conditioning 1-B 1 cr.
- EXSS 3120 – Strength Training and Conditioning 3 cr.
- EXSS 4000 – Fundamentals of Coaching 3 cr.
- EXSS 4002 – Practicum in Strength and Conditioning 2-A 2 cr.
- EXSS 4003 – Practicum in Strength and Conditioning 2-B 2 cr.

**Required General Education Courses:**

- BIOL 1200 – Anatomy and Physiology I 4 cr.
- MATH 1100 – Applied Statistics 3 cr. (*Quantitative Reasoning*)

**Additional Requirements for the Strength and Conditioning Concentration:**

- Free Electives to Meet a Minimum of 120 Credits

**Department Requirements:**

- Conference Attendance (students must submit paper demonstrating attendance at professional conference)
- CPR Certified (students must have current First Aid/CPR Certification)

**Readiness:** (*Institution credit only; does not count toward graduation credits*)

Mathematics: Placement Exam OR Basic Math II

English: Placement Exam OR Basic College Writing

# PROFESSIONAL CONFERENCES

All students must attend one professional conference prior to graduation. This requirement will only be considered fulfilled if the student attends the conference and its seminar for a full day. Students who choose not to stay for the duration of the conference will not receive credit. To receive credit the student must submit a four-page paper that summarizes the conference seminar they attended and write about their overall conference experience. The department frequently posts approved conferences on the Student Information/Announcement Bulletin Board. Attendance to conferences other than those posted is possible but need to receive approval by your Academic Advisor beforehand.

## APPRENTICESHIPS

Apprenticeships are 1, 2, or 3 credit mentoring opportunities with specific professors. They are designed to enhance theory through work in a specific area, such as exercise testing, strength training, fitness management, personal training, and research skills. A variety of Apprenticeships will be advertised on the Exercise Science Bulletin Board. If you are interested in these opportunities, you should apply to the faculty sponsor in the semester prior to the semester in which the work will be done. You must be a junior or senior to participate in an Apprenticeship.

### **Objectives and Learning Outcomes**

Specific learning outcomes will vary according to the apprenticeship experience designed, and the learning contract signed.

In all Apprenticeships students will:

- develop working relationships with professionals in the field
- apply academic learning in a work setting
- learn new job-specific skills and organizational knowledge
- perform duties, projects, and/or services that meet organizational needs
- develop work habits and attitudes needed as a professional
- gain greater awareness of personal strengths

### **Method of Assessment**

- Mentor evaluation of the degree of competence displayed in the work done
- Reflective paper on the experience and the knowledge and skills gained

## **Grading Procedure**

Mentor evaluation of work performance	75%
Paper	25%

## **Required Readings**

Vary according to the apprenticeship experience. Readings will be part of the learning contract

## **Apprenticeship Requirement**

Hours required: 45 hours per credit

## **Time Sheets**

A time sheet is a record of the apprentice's hours and tasks. Each sheet *must* be signed by the Mentor.

## **Learning Contract**

This is a document that describes specifically the apprentice's role, responsibilities, learning goals, and objectives (academic skills, personal development skills, professional development skills) for the term. The student's input is included in the final contract which both student and mentor will sign. This document is used to check progress throughout the semester.

## **Reflective Paper**

This written assignment will be a letter to your colleagues at Fitchburg State University. It will cover the following topics:

- What you have accomplished and what you have learned (skills and knowledge) from the Apprenticeship.
- Whether you have fulfilled the goals outlined in the apprenticeship learning contract (or how/why they have changed.)
- Obstacles faced and methods you developed for overcoming them and what you learned in the process.
- Other reflections on the apprenticeship experience you want your colleagues To know.

## **Student Roles and Responsibilities**

The student contracts to serve in a paraprofessional capacity. The student is ultimately responsible for insuring the experience fulfills all the learning goals and course requirements:

1. Fulfillment of the required hours



2. Evaluations by the mentor
3. Formal Learning Contract
4. Time sheets
5. All written assignments

## **Mentor Roles and Responsibilities**

The Mentor directly supervises the Apprentice and trains the student in the work duties, overseeing the daily work. He/she supports the student's learning goals and provides valuable feedback and insights. Specific responsibilities include:

1. Provide thorough orientation to the organization and job role training
2. Discuss and sign formal Learning Contract
3. Provide on-going and constructive feedback
4. Support apprentice's achieving the goals in the Learning Contract
5. Complete written mid-term and final evaluation forms for the apprentice, and hold evaluation discussions

# **Internship Program**

***Important:*** *There is a MANDATORY informational internship meeting that all students must attend before they go out on their internship. Internship packets are handed out at this meeting and an overview of the program is discussed.*

**EXSS students have completed their internships at a number of sites. Among these are:** Tufts Medical Center (Pediatric Echocardiology) in Boston, Department of Emergency Medicine at Heywood Hospital, Wachusett Dirt Dawgs, CrossFit EXP, the Cardiac Rehabilitation Facility at Emerson Hospital, Department of Pulmonary Medicine at HealthAlliance Hospital, Exercise Physiology lab at Children's Hospital in Boston, Caveny Chiropractic Neurology, Winchester Hospital Chiropractic Center, Joslin Diabetes Clinic, Camp Shane in Ferndale New York, USARIEM (United States Army Research Institute of Environmental Medicine), Women's Professional Softball (Riptide), U-Mass Lowell Sports Performance, USA Triathlon National Training Center, Mike Boyle's Strength & Conditioning, Pfizer Corporate Wellness Center, Global Fitness, Orchard Hills Fitness Club, Verizon Health & Wellness Center, Assumption College Athletic Department, Cushing Academy (hockey team), Gardner Public Schools (track and field teams), St. John's Prep School (track team), College of the Holy Cross Athletic Department, Harvard University Athletic Department, Ramsey Rehab, Townsend Public Schools (education), Walt Disney World, FSU Athletic Training Room, FSU athletic teams, FSU Recreation and Athletic Departments, These are just a few of the sites and additional sites are continually being developed.

# Overview of the Internship Program

The internship program in the EXSS department is an experiential education program. The student intern contracts with an organization to provide specific outcomes/services that meet the students' learning objectives as well as the needs of the organization.

Using the actual work as the foundation, the student actively engages in their own educational and professional growth through conscious reflection and analysis. They grow by relating to professionals in the field, practicing what they have been learning conceptually, striving for high (but attainable) expectations, and systematically reflecting on their experiences.

*To be eligible to participate in an internship, students must have an EXSS GPA and overall GPA of 2.5 or greater, hold a current, valid CPR certification, have attended a professional conference and turned in the conference paper to their academic advisor, and have completed EXSS #3450 Exercise Testing and Prescription. Additionally, students doing an internship in a clinical setting must have completed EXSS #4045 Cardiovascular and Electrophysiology and EXSS #3600 Exercise Response and Adaptations in Special Populations.*

**Note:** Students planning to complete their internships in most clinical settings will need to complete additional requirements, including an online orientation; submit proof of several vaccinations; a drug screening; a Massachusetts and nationwide CORI/SORI check; and registering with CastleBranch (an online database that requests/maintains digital medical documentation, performs nationwide background checks and drug screenings). There is a non-refundable fee to register with CastleBranch. Once an account is established you will have lifelong access to this account. Students are encouraged to apply for an internship scholarship through the Financial Aid office to offset this fee. Please check with the FSU internship coordinator to see if the clinical site you have chosen falls into this category.

## Financial Aid for the Internship:

The scholarship application is available online through the following link:

<https://www.fitchburgstate.edu/admissions-aid/financial-aid/types-financial-aid-undergraduate>

The on-campus supervisor of the internship (Internship Supervisor for Fa/Sp, Academic Advisor for Su) will need to email the Financial Aid Office to approve the application when prompted, so please let your supervisor know when you apply.

## ***Definitions***

### **Internship Site Supervisor:**

This is the person you will report to while at your internship. They are overseeing your experience at the site.

### **FSU Internship Coordinator:**

This is an EXSS faculty member at FSU who is overseeing the internship program that given year. They will be conducting the pre-internship meetings and will collect the learning objectives (via e-mail) for students interning in the fall or spring of that year, by the assigned date.

### **FSU Internship Supervisor:**

This is an EXSS faculty member at FSU whose internship section you will be in (Web 4/Blackboard) if you are interning in the fall or spring. This is the person who will be grading your internship assignments.

### **Academic Advisor:**

This is the EXSS faculty member at FSU that you meet with in the fall or spring regarding academic advising. If you are doing an internship in the summer, your academic advisor will be grading your internship assignments. If you are doing a summer internship, you should e-mail the draft of your learning objectives to your Academic Advisor by the assigned date.

## **Program Objectives**

### **In the Internship Program, students will:**

- Develop working relationships with professionals in the field
- Observe the organization's functions and roles in action
- Apply academic learning in a work setting
- Learn new job-specific skills and organizational knowledge
- Perform duties, projects, and/or services that meet organizational needs

- Develop work habits and attitudes needed as a professional
- Gain greater awareness of personal strengths, interests and career/educational goals

## Requirements

**Credits/Hours:** The Internship is 6 credits and a total of 225 hours at the internship site. *It is possible to do 112.5 hours (3 credits) at one site and then an additional 112.5 hours (3 credits) at another site.*

### Required Internship Meetings:

There are two mandatory meetings required for the internship:

- The first is an informational internship meeting. There is one meeting during the fall semester for those students who plan on doing their internship in the spring, and there is a meeting during the spring semester for those students who plan on doing their internship over the summer or during the fall semester.
- The second meeting will be for your final internship presentation. Final internship presentation meetings are held three times a year in August, December, and in May.

### CastleBranch:

For students doing internships in a clinical setting that uses their own contractual agreement, you will need to register with CastleBranch, an online database that accepts, maintains, and requests your digital medical documentation required by most healthcare organizations before hosting student interns. This includes immunizations, nation-wide CORI checks, and drug testing. Please check with your FSU internship Coordinator to see if the site you have chosen falls into this category. There is a non-refundable one-time fee when you register with CastleBranch. Once a CB (CastleBranch) account is established you will have lifelong access to this information. You will be able to access this information for future employers or graduate school. We encourage all students to apply for an internship scholarship through the Financial Aid Office to offset this fee.

### Fee Structure for Castlebranch:

- \$22.75 for Nation-wide background check
- \$48.00 for drug testing
- \$24 for Immunization documentation

### Internship Assignments:

- Learning Objectives
- Journals
- Time Sheets
- Informational Interview
- Reflective Paper
- Final Internship Presentation

### **Description of Assignments:**

These are general descriptions. You may be given more specific requirements for each of these assignments in the syllabus once you are registered for the internship course.

### **Learning Objectives:**

The Learning Objectives is a typed document that describes specifically the intern's role, responsibilities, learning goals, and objectives (academic, personal development, career development, and professional development skills) for the internship. This document is used to check the intern's progress throughout the semester. You should refer to the Learning Objective Guidelines included in the Internship Packet when you begin to write your learning objectives.

### **Weekly Journal:**

The journal is a collection of daily notes of your observations, reflective thoughts, questions and feelings about your internship experience. A critical incident journal is a technique that helps monitor and evaluate the internship experience in relation to the specific goals and learning objectives you set for the experience.

The Weekly Journal will be made up of two individual parts:

- Daily Journal Entries
- Weekly Summary

**Daily Journal Entries:** For every day of the week that you attend your internship you should write a 1 or 2 paragraph reflection about your activities for that day. This reflection does not need to include every detail of your day, but should instead focus on what you learned that day. What you have learned and taken away from the day is the most important part.

**Weekly Summary:** The weekly journal is a summary of what you did that week that helped you to progress in attaining your learning objectives. Please review your learning objectives and write about which objective that you learned the most about for the week. You should also write about learning objectives that you have

not improved on that week, or improved to a lesser extent, and discuss strategies for how you will move forward with completing those objectives in your remaining internship hours. The weekly summary should be between 1 and 2 double spaced pages (this does not include the daily journal entries).

**Weekly submission guidelines will be outlined in the course syllabus.**

### **Time Sheets:**

A time sheet is a record of the intern's hours and tasks at the internship site. Each sheet *must* be signed by the intern's Internship Site Supervisor. Your timesheets are submitted to your FSU Internship Supervisor at the end of your internship, on the day you present your final internship presentation. Time sheets are created by the student and can be in the form of a table where date and # of hours are recorded, or a calendar where # of hours are recorded for each day.

### **Informational Interview/Professional Interview:**

Locate one professional in your chosen career field. (NOTE: You may not interview your supervisor, friends, or relatives for this assignment.) Contact and set up an informational interview with this individual. This process takes time, so start early.

#### ***Focus on:***

- *How did this person decide on his/her career?*
- *How did this professional get to their present position?*
- *What is a typical day like?*
- *What advice would he/she give to people entering this field?*
- *What skills does he/she look for on a resume when an entry-level position is filled?*

In your written report of the interview, include: exact name, title, and phone number, why you selected this person for the interview, the list of questions asked and a summary of the answers you received. Draw a general conclusion about the career path discussed: Did the interview help you decide/solidify whether you would like to enter that field? What would your job description likely be if you entered the field? Are there any additional qualifications you need in order to begin working in this field?

### **Reflective Paper:**

This written assignment will be a letter to your colleagues at Fitchburg State University and will cover the following topics:

- What you have accomplished and what you have learned (skills and knowledge) from the Internship experience.
- Whether you have fulfilled the goals you outlined in your learning objectives (or how/why they have changed.)
- Obstacles faced and methods you developed for overcoming them and what you learned in the process.
- Observations about your professional field and organizations (challenges, opportunities, issues)
- How your definition of “professionalism” may have changed.
- What your future educational and career plans are
- Any other reflections on the internship experience you want your colleagues to know

### **Final Internship Presentation:**

This is a **10-minute presentation** of the work done, and the things accomplished. The reflective paper may serve as a basis for this talk. Use of multimedia enhancements to this talk, such as PowerPoint or video, is encouraged. This is a *professional presentation*. ***Your demeanor should be formal as should be your dress.*** See the Final Internship Presentation Guidelines from the Internship Packet.

### **Mid-Term and Final Internship Evaluations**

Please have your Internship Site Supervisor do your mid-term evaluation after you have completed 112.5 hours of your internship and the final evaluation upon completion of your 225 hours. You will turn in these evaluations on the day of your final internship presentation.

## **Student Role and Responsibilities**

The student intern is primarily responsible for developing the internship and gaining approval for the internship from the FSU Internship Coordinator/Academic Advisor and Internship Site Supervisor. The student contracts with the organization to serve in a paraprofessional or professional capacity during the semester. The student is ultimately responsible for ensuring the experience fulfills all the learning goals and course requirements:

1. Attendance at both mandatory Internship Meetings (Informational meeting before the student begins the internship and the meeting for your Final Internship Presentation)
2. Typed Learning Objectives document (Objectives are drafted then discussed/reviewed with FSU Internship Coordinator/Academic Advisor)

first, and then by their Internship Site Supervisor, *prior* to final approval). Learning Objectives Form and Contractual agreement form signed by the Internship Site Supervisor and submitted along with the Red Card Checklist to the FSU Internship Coordinator/Academic Advisor by deadline.

3. Submission of weekly Journals.
4. Fulfillment of the required hours at the site to meet credit criteria (*signed time sheets will be the documentation*).
5. Evaluations by the Site Supervisor (mid-term evaluation AND final evaluation).
6. Informational Interview
7. Reflective Paper
8. Time sheets are to be turned in to faculty advisor at the time of student's Final Internship Presentation).
9. Final Internship Presentation

### **Internship Site Supervisor Role and Responsibilities**

The Internship Site Supervisor, who directly supervises the student intern, plays a dual role. As the staff *supervisor*, he/she trains the student in the work duties and oversees the daily work. As an educational *mentor* for the student intern, he/she supports the student's learning goals and provides valuable feedback and insights. Specific responsibilities include:

1. Provide thorough orientation to the organization and job role training
2. Discuss and sign formal Learning Objectives document
3. Review and sign Fitchburg State University Contractual Agreement
4. Review and sign weekly time sheets
5. Provide on-going and constructive feedback
6. Provide appropriate opportunities to learn about the work unit, organization, and profession
7. Support the intern achieving his/her goals in the Learning Objectives
8. Be available to discuss topics and issues for selected written assignments
9. Complete written mid-term and final evaluation forms for the intern, and hold evaluation discussions

### **FSU Internship Supervisor Role and Responsibilities**

The FSU Internship Supervisor for the internship serves as a resource to the student during the placement process, grades all written assignments, and monitor's the student's progress throughout the internship. In addition, he/she serves as the University's liaison between the organization (site supervisor), student intern, and Fitchburg State University. Responsibilities include:



1. Orient the site supervisor to FSU requirements and quality expectations
2. Grade and record all assignments
3. Be available to support the site supervisor on matters related to the internship
4. Be available to advise student interns on any program-related or work-related issues
5. Contacting the site supervisor (in person or by phone) during the time of the internship
6. Submits final grade for semester

## **Grading**

*The way you will be graded will be outlined in the course syllabus.*

**Fitchburg State University**  
**Exercise and Sports Science Department**  
**Learning Objectives**

Student Intern Name \_\_\_\_\_ Internship Site \_\_\_\_\_

Site address \_\_\_\_\_

Site Supervisor Name \_\_\_\_\_ Phone \_\_\_\_\_

Internship dates: **Beginning:** \_\_\_\_\_ **Ending:** \_\_\_\_\_

Compensation \_\_\_\_\_ (if none, report \$0)

**To Intern:** *Is there anything that would prevent you from carrying out the assigned duties?  
If so, please make all parties aware at this time.*

**Job description** Obtain a job description from your internship site supervisor.

**Learning Objectives:** Describe what your learning objectives will be.

**I. Academic**

Learning Objectives  
*What I want to learn*

Tasks and Strategies  
*How I am going to learn it?*

**II. Professional Development**

Learning Objectives  
*What I want to learn*

Tasks and Strategies  
*How I am going to learn it?*

**III. Personal Development**

Learning Objectives  
*What I want to learn*

Tasks and Strategies  
*How I am going to learn it?*

**IV. Job Hunting Goals**

Learning Objectives  
*What I want to learn*

Tasks and Strategies  
*How I am going to learn it?*

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**Before you obtain the signatures below please attach a copy of the job description to this form, along with your final, revised, typed learning objectives.**

*You are encouraged to meet with each other periodically as you are out on your internship in order to discuss experiences informally, and glean suggestions and ideas from your colleagues.*

**Site Supervisor Signature:** \_\_\_\_\_ **AND**

**FSU Internship Supervisor Signature:** \_\_\_\_\_

# ACADEMIC ADVISING

Each of you will be assigned an academic advisor who will work with you to ensure that you are progressing through the program. Academic Advisors will meet with you on a regular basis to provide academic and career counseling, to help hone your presentation skills, and to assist you in building your portfolios. Of course, you do not have to wait for your advisor to contact you – each faculty member holds regularly scheduled office hours, and are always willing to meet at other times as needed. Also, there is a mandatory advising period held once per semester where you will meet with your advisor to discuss course selections for the next semester.

We also have a designated advisor for students interested in careers in the health professions. The Pre-Health Professions advisor can help you plan your four years at Fitchburg State and navigate the application process for graduate programs in various clinical professions, such as physical therapy, occupational therapy, physician assistant, and athletic training. Take advantage of the faculty as a resource!

## **Course Scheduling**

Before the start of each mandatory advising period, your advisor will contact you through SSC with a list of times for you to sign up for academic advising. This guarantees you ample time to discuss your course selections for the upcoming semester and your academic progress. Course scheduling occurs twice a year during October and March.

## **Portfolio Development**

During your fall semester, junior year, you will take a course in Professional and Career Development, where you will develop a Portfolio of your accomplishments achieved throughout your tenure at Fitchburg State University. This portfolio will be evaluated and graded by your class instructor. The portfolio must include, but is not limited to, the following: a cover letter, resume, list and description of courses taken, list of all exercise testing competencies, list of professional certifications, names of 2 professional references, transcripts, and a final statement of purpose for employment or graduate school application.

# ACADEMIC POLICIES AND PROCEDURES

These policies and procedures are specific to the Exercise and Sports Science department. Exercise and Sports Science majors are also expected to adhere to all University policies, including the Code of Conduct. Students should consult the Fitchburg State University Student Handbook for details on university-wide policies.

## **Good Academic Standing for EXSS majors**

To achieve good academic standing, students must:

- Maintain an overall cumulative GPA of 2.0 or higher in all college courses;
- Maintain a cumulative GPA of 2.5 or higher in EXSS courses

## **Minimum Grade Requirement for EXSS Courses**

In addition to the departmental 2.50 GPA requirement, there is a prerequisite minimum grade requirement of 2.0 in (EXSS 1011) Intro to Exercise Science *and* (BIOL 1200) Anatomy and Physiology I. To register for additional EXSS courses and move forward in the major, students must first meet these minimum grade requirements.

Students who do not meet the 2.0 minimum grade in EXSS 1011 and/or BIOL 1200 will only be allowed to re-take these courses once in order to achieve the minimum grade. Failure to do so will result in the student being unable to remain in the EXSS major.

## **Departmental Probation & Appeal Process**

Once 9 credits of EXSS classes have been completed, any student with a GPA below a 2.5 will be put on departmental probation and will have one semester to improve their GPA.

- If a student on probation does not improve their GPA to 2.5 or greater in the following semester they will be removed from the major. If a student does not take an EXSS class the semester after going on probation, they have one more semester to take an EXSS course and improve their GPA

- A student may appeal their removal from the major one time.
- The student will be allowed to present, in writing, evidence of significant extenuating circumstances. The Student Affairs Committee will take this information into consideration and issue a recommendation to the Chair of the EXSS Department. The Student Affairs Committee may also make recommendations to the Chair regarding plans of action for students on academic probation. The EXSS Department Chair will notify the student within 3 days of the departmental ruling.
- Students who return to good academic standing after being on probation must maintain an EXSS GPA of 2.5 or higher; falling below a GPA of 2.5 in any subsequent semester will result in automatic removal from the major.

### **Students on probation must:**

- Meet with their academic advisor before the start of the second week of each semester to review current course load and arrange periodic meetings throughout the semester.
- Utilize the many resources the university offers including faculty, Counseling Services, Academic Coaching and Tutoring Center, Trio Student Support Services, Career Services, and other support systems, as needed.

## **Inappropriate Use of Technology in the Classroom**

The Exercise and Sports Science Department has established the following policy regarding inappropriate use of technology in the classroom.

### **Definitions**

- Technology includes cell phones, laptop computers, computer tablets, Ipads, portable recording or listening devices.
- Inappropriate use includes the use of devices for personal entertainment, communication with people outside the classroom, or for use other than class related purposes.

### **Policy**

- It is at the discretion of the course instructor to ask a student to leave the classroom for any suspected or obvious inappropriate use of technology. If a student is a repeated offender then a formal complaint may be filed with the Dean of Student and Academic Life.

# Academic Awards

Each spring, at Honors Convocation, the department gives awards to Exercise and Sports Science students who have demonstrated leadership in the department as well as excellent potential for success in the field. These include:

## **Leadership in Exercise Science Award:**

This award will be presented to a student who has demonstrated a strong commitment to academic excellence as well as leadership within the university, department, and/or community. Students applying for this award must demonstrate exceptional leadership experience. Examples of leadership roles include (but are not limited to) elected positions, club officer positions, or team captain. The award will be given based on a combination of academic performance and demonstrated leadership experience. Preference will be given to those who have taken on leadership roles within exercise science fields. In your narrative, please detail the leadership role, how the leadership position has shaped who you are, and any other considerations that would uniquely qualify you for the award.

## **Research in Exercise Science Award:**

This award will be presented to a student who has demonstrated a strong commitment to excellence in research, which includes data collection, literature reviews, presentations, or other non-class related projects undertaken with faculty or independently. In addition to the narrative submitted for this award, please include a 250 word abstract of your project.

## **Kinesiologist Award:**

This award will be presented to a student who has demonstrated exceptional practical experience in the field of EXSS. Such experience can be across a wide range of disciplines, including, strength & conditioning, personal training, group fitness training and athletic coaching. The award will be given based on a combination of academic performance and practical experience.

# Exercise and Sports Science Club

Consider joining the Exercise and Sports Science Club. Social and academic activities will be planned throughout the year under the auspices of the club.

## STUDENT FEEDBACK

There are several opportunities for students to become involved in shaping their own learning opportunities. These are described below:

### **Exercise Science Curriculum Committee:**

Faculty and student representatives will convene biannually to address such issues as course offerings, teaching needs, administrative challenges, and issues relevant to the administration of the major. An annual review of the curriculum to ensure that the skills, knowledge, and abilities needed in the profession are included throughout the course work in the depth required for professional success.

Student representatives from each track will be selected in the fall for the academic year. A meeting of the majors will be held, and students will make nominations from the floor. The meeting and agenda will have been announced via email and in classes approximately 10 days prior to the meeting date. Each term of representation is two consecutive semesters; students may share the position and may serve multiple terms. Student representatives must be in good academic standing, and have no incomplete grades.

### **Meetings of the Major:**

In accordance with departmental policies, meetings of the students and faculty must be held each semester for the following purposes: (1) updates and announcement about the major, (2) immediate concerns/issues of the students, (3) student interest in courses being offered the following semester, (4) pre-registration information for select courses (e.g. internship seminar schedule), and (5) Exercise Science Club updates.

In addition to the Exercise Science Curriculum Committee and Meetings of the Major, there would be several opportunities for students to give feedback about the courses and the major. The preferred means is conversation with course instructors or the Department Chairperson.