



Department of Health, Physical Education & Sport Sciences
M.S. Sport Administration Online
ESPE 681V Internship
Policy & Procedures

The M.S. Sport Administration 6-credit internship requires assigned administrative duties with an organization at a professionally site related to sport, athletics or recreation. It requires permission of the M.S. Sport Administration Online Program/Internship Coordinator, Dr. David LaVetter lavetter@astate.edu. The internship spans two (2) online terms (5- or 7-week). Internships are offered during the Fall, Spring and Summer terms.

According to A-State Online policy, students are allowed to enroll in a maximum of six (6) credits per 5- or 7-week term. Each internship course is three (3) credits, and the intern must complete two 3-credit courses to meet the degree requirements for the program. For internship eligibility during the Fall or Spring semesters, students must be in their last semester of coursework. Summer internship requires a minimum of four (4) courses completed prior to internship start.

Summer terms duration: 5 weeks

Fall and Spring terms duration: 7 weeks

Each term requires 150 work hours. Thus, 300 total work hours is the minimum requirement over the course of both semesters. Students currently employed full-time with administrative responsibilities in a sport, athletics or recreation setting are allowed to count those hours as part of the internship requirement, but the hours must occur during the internship term. All students are required to submit other program exit forms as part of their graduation requirements. Students choosing to complete an internship are required to successfully pass the program's comprehensive exam.

Students should arrange internship possibilities with their selected intern site at least a full semester in advance. All internship application materials must be submitted in Blackboard by the following deadlines:

Fall internship: July 1

Spring internship: Nov 1

Summer internship: Mar 1

Please send any questions to the Program Coordinator, Dr. David LaVetter lavetter@astate.edu.