

**Request for Approval of Internship Position**  
**Master of Science in Sport Management**  
**Department of Kinesiology and Physical Education**  
**Northern Illinois University**

Instructions: Complete this two-page form, attaching additional information as needed. Submit this request to the Sport Management Graduate Director. Please type or computer generate.

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Intended semester of Internship:     Summer 20\_\_\_\_                      Start date: \_\_\_\_\_  
     Fall 20\_\_\_\_                                      End date: \_\_\_\_\_  
     Spring 20\_\_\_\_

Number of semester hours: 3 credits                      Reference #: \_\_\_\_\_

Student Name \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Until when will you be living at the above address? \_\_\_\_\_

Home Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_ Work Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_

e-mail \_\_\_\_\_

Permanent Address \_\_\_\_\_  
\_\_\_\_\_ Zip \_\_\_\_\_

Permanent Phone (\_\_\_\_)-\_\_\_\_-\_\_\_\_

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Sport Organization Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Agency Mission \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(attach additional narrative, if necessary)

**Request for Internship Position Approval Cont'd**

Sport Organization Supervisor \_\_\_\_\_

Supervisor Title \_\_\_\_\_ Phone (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

Fax (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_ e-mail \_\_\_\_\_

Qualifications of Supervisor (e.g., bachelors degree or higher, professional degree, professional credentials, previous experience supervising graduate interns). Attach additional narrative if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How long has this supervisor been employed at this agency? \_\_\_\_\_

Describe the responsibilities you would have as an intern at this agency. Attach additional narrative if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How would these responsibilities apply to your academic background and future career aspirations?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Sport Management Graduate Director \_\_\_\_\_ Date \_\_\_\_\_

Approval \_\_\_\_\_ Denied \_\_\_\_\_