

**HDFS 4920 – Internship Application**  
**Concentration: Family Life Education \***

Internship application materials should be submitted to the HDFS Internship Director two semesters in advance of the semester you intend to intern. The application deadlines are October 15 for Summer internship, March 15 for Fall Internship and June 15 for Spring Internship. Application materials include a completed copy of this form and a copy of your recent Graduation Check completed through the Office of Academic Affairs (266 Spidle Hall). **Incomplete applications will not be accepted.** You must attend the *Mandatory Internship Orientation Meeting* prior to submitting your application.

Student Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Proposed Internship Semester \_\_\_\_\_, 20\_\_\_\_ Student ID: \_\_\_\_\_

Please describe the type of internship (e.g., setting, location, population, responsibilities, etc.) you would like to complete. You are not committing to any particular internship site at this time.

**Indicate your progress toward completing each the following prerequisites for the HDFS Internship. Course requirements differ depending on the academic year you choose your concentration, or option. Indicate that a course is “not required” if it does not apply to you.**

Human Sciences Core		Semester/Year Completed	Semester/Year Proposed Completion
CADS 2000 Global Consumer Culture	3		
HDFS 2000 Marriage and Family in a Global Context	3		
NTRI 2000 Nutrition and Health	3		

Required HDFS Major Core		Semester/Year Completed	Semester/Year Proposed Completion
HDFS 1800 Introduction to HDFS	1		
HDFS 2010 Lifespan Human Development	3		
HDFS 2030 Professional Development and Ethics	3		
HDFS 3010 Child Development in the Family	3		
HDFS 3060 Patterns of Family Interaction	3		
HDFS 3080 Development of Interpersonal Relationships	3		
HDFS 4910 The HDFS ePortfolio	3		
HDFS 5200 Advanced Research and Evaluation Methods	3		

Required Professional Courses		Semester/Year Completed	Semester/Year Proposed Completion
HDFS 3030 Adolescent Development in the Family	3		
HDFS 3040 Human Sexuality over the Life Cycle	3		
HDFS 4660 Resource Management	3		
HDFS 4670 Parent Education	3		
HDFS 5300 HDFS and Social Policy	3		
HDFS 5400 Program Design	3		

Indicate your progress in completing your required Professional Course Electives. List the course number and name for each to demonstrate that you have completed or will complete the total number of hours required for your concentration or option.

Professional Course Electives	8 Hours	Semester/Year Completed	Semester/Year Proposed Completion

After you submit your application materials, it is your responsibility to identify an internship placement that corresponds with your internship concentration. Communicate with the HDFS Internship Director to determine whether a site will be approved.

You must submit your Internship Commitment Forms by the due date or notify the HDFS Internship Director in advance by email of an anticipated delay. Commitment forms are due one semester in advance of the semester you plan to intern. Commitment deadlines are March 15 for Summer Internship, June 15 for Fall Internship and October 15 for Spring internship. You also are required to attend a *Mandatory Internship Preparation Meeting* prior to the start of your internship.

All Required HDFS Courses must be completed before you start your placement. You cannot complete additional coursework during the internship semester. All Required HDFS Major Core 3000, 4000 and higher-level classes must be completed with a grade of "C" or better and you must have a 2.25 minimum GPA to intern.

You also must have your Fingerprint and Background Check completed and your Clearing Letter on file with the HDFS office in 203 Spidle Hall. Students without a clearing letter will not be able to intern. It is your responsibility to ensure your clearing letters are on file with the HDFS Office.

**Have you completed your Fingerprint and Background Check?**    ☐ Yes    ☐ No

By signing below, you are verifying that the information contained in this application is accurate. Notify the HDFS Internship Director of any changes in your coursework prior to the start of your internship.

Email the HDFS Internship Director, Dr. Jamie Sailors ([anderja@auburn.edu](mailto:anderja@auburn.edu)), if you have questions or need assistance.

Signed: \_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\* Students who complete the Family Life Education concentration are eligible for provisional certification as a Family Life Educator through the National Council on Family Relations (NCFR) See [www.ncfr.org](http://www.ncfr.org) or <http://www.humsci.auburn.edu/hdfs/ugrad/resources.php>.