

Public Health Internship Orientation   
Worksheet for Undergraduates

**Name:** Click or tap here to enter text.

**Preferred Name:** Click or tap here to enter text.

**UA Student ID Number:** Click or tap here to enter text.

**UA Email Address:** Click or tap here to enter text.

**Select your campus:**  *Main Campus (in-person or online)*

*Arizona Online Campus (fully online)*

**NOTE:** This internship orientation is only for undergraduate students who plan to complete their public health internship in the coming year. If your plans get postponed and you search for an internship later, you can watch the video now, but you will need to complete a future orientation so you to have the most up-to-date information.

*INSTRUCTIONS:*

* Watch the internship orientation video (available [here](https://publichealth.arizona.edu/undergraduate/internships)).
* Type in the answers to the questions below. Provide your digital signature.
* Email your completed sheet to Dr. Laura Gronewold at [laurag1@arizona.edu](mailto:laurag1@arizona.edu). This worksheet must be completed before you can gain access to the non-credit D2L Public Health Internship Prep Course site.
* **Students cannot register themselves for the official internship course, HPS 493.** You must submit all necessary paperwork and have it approved, and then the advising team will register you for the official internship course (HPS 493A, HPS 493H, or HPS 493B).

**\***Allow at least 1 week in your schedule for this process.

*QUESTIONS:*

1. Define public health in your own words. (This is important to do because your internship *must* be public health related in order to be counted for public health credit!).

Click or tap here to enter text.

1. What topics in public health interest you most? What subject area are you considering pursuing for your internship?

Click or tap here to enter text.

1. Why do clinical-based experiences not count for the public health internship?

Click or tap here to enter text.

1. Why is an internship experience required of public health students?

Click or tap here to enter text.

1. Share the internship course and semester you are considering for enrollment.

(*Example:* Summer 2025 – HPS 493A – Required Internship – 6 units)

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester & Year** | **Course** | **Course Usage** | **Number of Units** |
| Fall (and/or) Summer (and/or) Spring | HPS 493A | Required Internship | 3 units |
| Fall (and/or) Summer (and/or) Spring | HPS 493A | Required Internship | 6 units |
| Fall (and/or) Summer (and/or) Spring | HPS 493H | Honors Internship | 3 units |
| Fall (and/or) Summer (and/or) Spring | HPS 493H | Honors Internship | 6 units |
| Fall (and/or) Summer (and/or) Spring | HPS 493B | Elective Internship | 3 units |

\*Max units for HPS 493B is 3 units

Click or tap here to enter text.

1. How many total contact hours are needed for the:
   1. 6 unit internship? Click or tap here to enter text.
   2. 3 unit internship? Click or tap here to enter text.
2. Why is it recommended that students limit their enrollment in other units during the internship semester? Please remember that the University maximum credit limit (19 units in Fall or Spring; 18 units in Summer) cannot be exceeded during the internship semester(s).

Click or tap here to enter text.

1. Why is it be important to speak with the agency about the total contact hours required?

Click or tap here to enter text.

1. During your internship semester, when can you start counting your internship hours? When do you need to stop counting your internship hours?

Click or tap here to enter text.

1. What are the responsibilities of the student?

Click or tap here to enter text.

1. What are some tips on finding an internship?

Click or tap here to enter text.

1. Visit the College’s HUB website (see the last two pages of this worksheet for access tips) and describe at least one undergraduate internship opportunity posted.

Click or tap here to enter text.

1. Visit the University’s Handshake platform at <https://arizona.joinhandshake.com/login> and describe at least one internship opportunity posted.

Click or tap here to enter text.

1. Read here about preparing an elevator pitch: <https://www.thebalance.com/elevator-speech-examples-and-writing-tips-2061976>. What are 3-5 points that you would want to include in your 30-second elevator pitch if you met your dream internship agency/preceptor on the elevator today?

Click or tap here to enter text.

1. What topics should you include when you orient the agency?

Click or tap here to enter text.

1. Repeat one of the pieces of advice shared by the students and what it means for your plans and strategy regarding your internship search.

Click or tap here to enter text.

1. What are your goals for your internship?

Click or tap here to enter text.

1. Given your goals, google your interests in the public health field (for example, “HIV,” “occupational health,” “health literacy”) and the location (for example, “Tucson,” “Oro Valley,” “Phoenix,” or “Prague, Czech Republic”) where you hope to intern. Click on the search results to learn more about potential internship agencies. What are some of the results that come from your search?

Click or tap here to enter text.

1. Where do you submit the forms required for enrollment?
   1. Remember that you need to submit a Work Plan, a Preceptor Agreement, and *a copy of* *your Preceptor’s resume*.

Click or tap here to enter text.

1. What is the deadline for submitting the required forms in order to be eligible for enrollment?

Click or tap here to enter text.

1. How many hours (outside of your agency contact hours) should you expect to spend on the academic portion of your internship course?

Click or tap here to enter text.

1. What questions, concerns, and/or feedback do you have for Dr. Gronewold, the Internship Instructor, after viewing this public health internship orientation video?

Click or tap here to enter text.

*NOTE: Students will get access to the non-credit D2L site—Public Health Internship Prep Course site—after emailing a completed worksheet to Dr. Laura Gronewold (*[*laurag1@arizona.edu*](mailto:laurag1@arizona.edu)*).*

**Work Sheet Submission:**

I attest that the information provided in this work sheet is my own work. Note: plagiarism and/or unethical behavior (including getting answers from a friend/peer and not watching the video) may result in a report of academic misconduct/violation of the University’s Code of Academic Integrity.

I attest that I understand that the deadline to submit completed and signed paperwork for enrollment is **one week before the start of classes.**

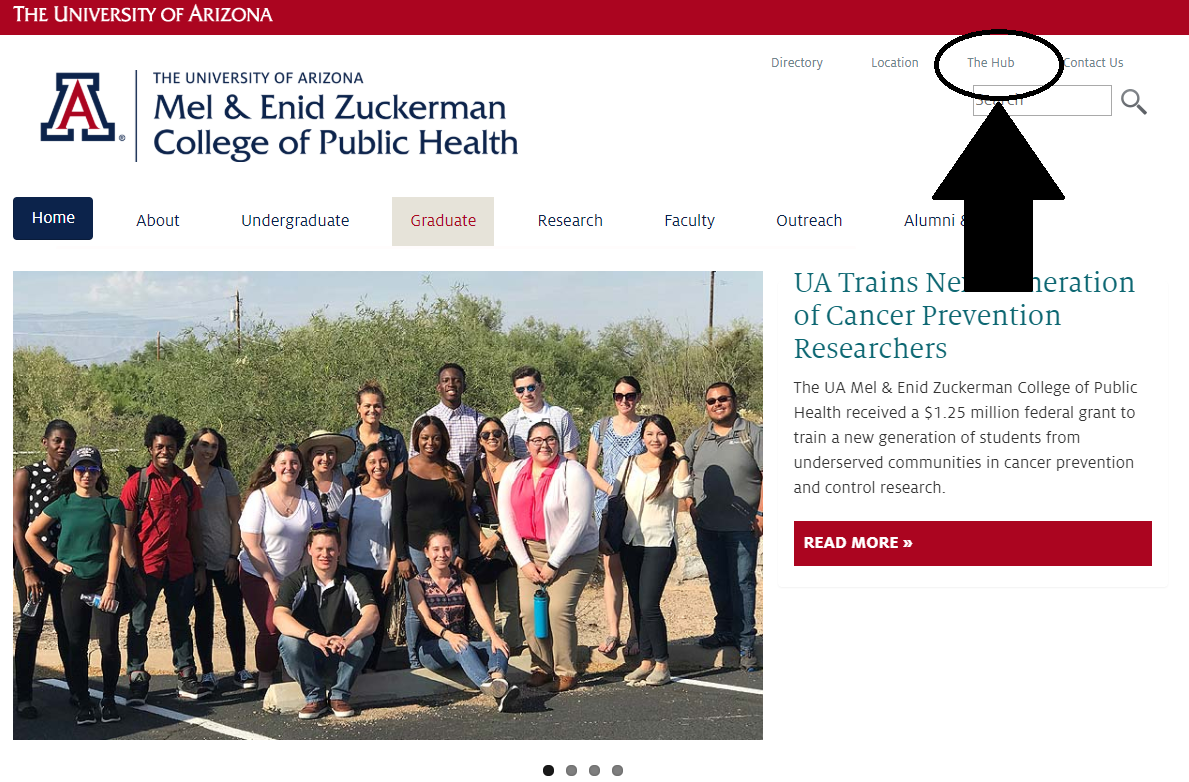
I further attest that if I do not submit my paperwork by that date, I will not be eligible to enroll for internship units that semester and I will need to complete my internship in a subsequent semester.

**Digital Signature – Type Name** **Date**

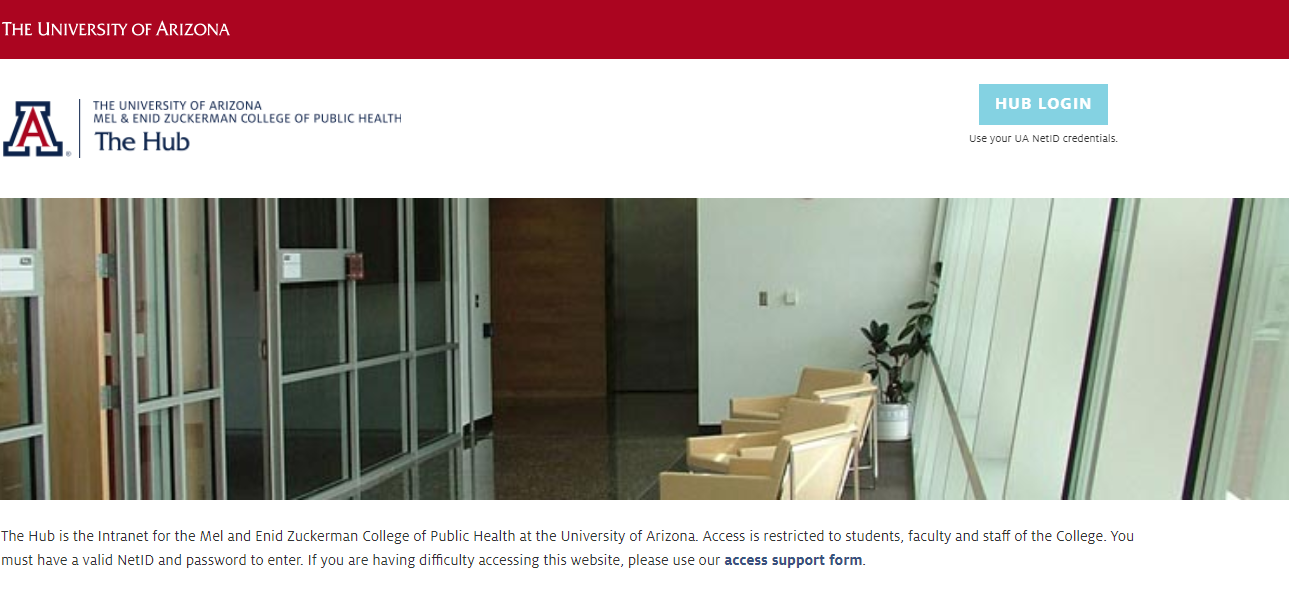
**How to navigate to Internship Opportunities on the MEZCOPH Student HUB:**

1. Navigate to the College of Public Health’s website: [www.publichealth.arizona.edu](http://www.publichealth.arizona.edu)

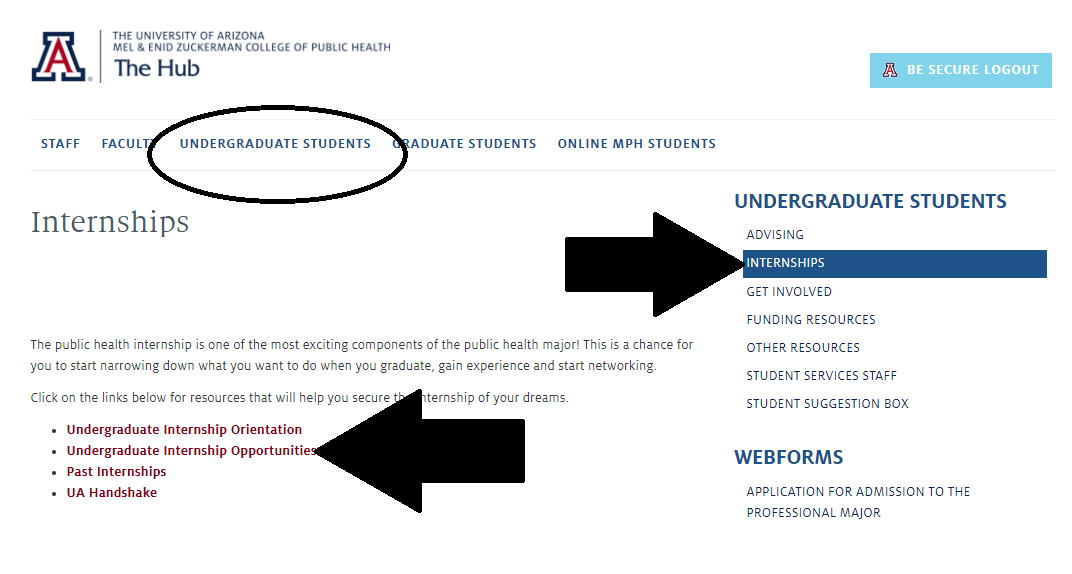
See the *HUB* tab.



1. Log in to the HUB with your UA NetID



1. Click on the *Undergraduate Student* tab and choose the *Internships* tab. Next, choose the link that takes you to *Undergraduate Internship Opportunities*.



1. Click each listing to review the specific internship information.

