



UNIVERSITY OF  
NEW ENGLAND

Applied Exercise Science



## 2012-2013 STUDENT HANDBOOK

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## **INTRODUCTION**

Welcome to the Applied Exercise Science (AES) program within the Westbrook College of Health Professions (WCHP) and the Department of Exercise and Sport Performance (ESP). This handbook outlines the mission, goals and important academic policies and procedures of the AES program. Please read the handbook thoroughly, as it is your responsibility to be familiar with its contents. ***Once you have read and understand all of the information, please sign, and date the “Statement of Receipt and Understanding” and turn it in to Sarah Hutchins, the ESP Office Manager, in Harold Alfond Forum (HAF) 260.***

All policies herein are in effect from August 1, 2012. Any substantive changes to the contents of this handbook will be brought to the attention of all students currently enrolled in the program and will be accompanied by a new “Statement of Receipt and Understanding.”

## **MISSION STATEMENT**

The Applied Exercise Science program is a student-centered, innovative, and comprehensive applied degree program designed to develop the knowledge, skills, and abilities required for excellence in the fields of exercise science, sport performance, and health & wellness. By encouraging life-long learning through classroom, clinical, and research experience, the program prepares graduates to become highly effective allied health care professionals capable of working with varied populations, and strong preparation for graduate study in applied health fields.

## **MAJOR DESCRIPTION**

The AES program is designed to provide graduates with the knowledge, skills and abilities necessary to perform pre-participatory screening, fitness testing, exercise prescription, and exercise leadership for healthy, health-compromised populations, and athletic performance enhancement. With a combination of basic science, exercise science and athletic training courses, these students are prepared for career opportunities as an Exercise Science Professional in cardiopulmonary rehabilitation, strength and conditioning, sports medicine, corporate fitness, personal training, and health promotion. Internship settings include: colleges and universities, sport/athletic organizations, hospitals/clinics, private/commercial/community health and fitness facilities, municipalities, corporations, and non-profit organizations.

## **PROGRAM GOALS**

The ultimate goal of the AES program is to prepare the students to pass accredited national certification examinations, entry-level employment and/or graduate school admissions. To achieve this, the faculty has identified six general program goals that are compatible with the missions of the Department and University and attained through the curriculum and the activities of the students and faculty. They are as follows:

1. Prepare students to be competent exercise science professionals.
2. Develop a comprehensive curriculum that meets the demands of the exercise science profession.
3. Contribute to the body of knowledge in exercise science through scholarly activity.
4. Provide continuing education opportunities for exercise science professionals.
5. Actively participate in and contribute to professional activities at the department, college, and community levels.
6. Actively participate in and contribute to professional activities at the state, regional and national levels.

## **NON-DISCRIMINATION POLICY**

The University operates in accordance with Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, title VII of the Civil Rights Act of 1964 as amended, the Maine Human Rights Act, and all other appropriate civil rights laws and regulations. The University of New England (UNE) does not discriminate on the basis of race, religion, color, sex, age, marital status, ancestry, national or ethnic origin, physical or mental handicap, sexual preference, or veteran's status in the administration of its employment practices or in educational programs or activities. The University is committed to its Equal Opportunity Policy.

## **ENDORSEMENT INFORMATION**

The UNE AES program is endorsed by the National Strength and Conditioning Association (NSCA). Our current certificate expires on December 31, 2014.

## ADMISSIONS

The following criteria must be met for admission to the AES program:

- A high school diploma or the equivalent with a better-than-average achievement record in a college preparatory program including: Chemistry (must include laboratory); Biology (must include laboratory); Mathematics (two courses - Algebra required, Geometry preferred); English (three years required - four years preferred).
- Academic transcripts must reflect an overall high school grade point average (GPA) of 2.5, in addition to a GPA of 2.5 in all science and math courses.
- Scholastic Achievement Test (SAT) scores must be submitted.
- A health record must be submitted which indicates specific findings regarding applicant's complete physical exam.

High school seniors and transfer students from other institutions must meet the minimum requirements for admission/transfer as published by the UNE Admissions Office. More information can be found using the following link: <http://www.une.edu/admissions/undergrad/>

## TECHNICAL STANDARDS FOR ADMISSION

Please refer to appendix A for the Technical Standards (TS) for admission into the Applied Exercise Science program. It is important to note, if the TS cannot be met with certain reasonable accommodations, the student will not be retained in the AES program. No accommodation will be authorized that would jeopardize client/patient/athlete safety, cause an undue burden, lower programmatic standards or substantially modify the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation. It is the responsibility of the student to submit proof of this signed document to the ESP office (HAF 260).

## ACADEMIC AND PROGRESSION STANDARDS

Students accepted a WCHP undergraduate major are subject to two sets of academic guidelines, one to meet minimum qualifications for ongoing enrollment at the UNE and the other to meet specific program requirements.

### 1. WCHP Common Curriculum Academic and Progression Standards - Semesters One Through Four (Freshman and Sophomore Years)

1. In keeping with the minimum guidelines of the University of New England, all students must achieve a minimum cumulative semester-end grade point average as follows to meet University requirements:

Fall of First Year	1.70
Spring of First Year	1.70
Fall Of Second Year	1.70
Spring of Second Year	1.80

2. Failure to maintain the minimum GPA requirements will result in academic probation as described in the catalog of the University of New England.

3. Students must also achieve a minimum grade of "C" in the following courses: MAT 120, CHE 110, BIO 104, BIO 208, BIO 209, BIO 309, EXS 120, EXS 180, and IHS 220. Failure to achieve a "C" will result in program-level probation and may affect academic progression and delay graduation.

4. Failure to earn a "C" or above in any of the above courses requires the student to repeat the course.

5. Failure to achieve a "C" or above a second time the course is taken will result in dismissal from the major.

6. A student may enroll in any of the courses listed above a maximum of two times. Enrollment in a course consists of achieving a WP or WF or a letter grade. Receiving a W in a course is not considered officially enrolled and will not result in academic penalty.

**2. Applied Exercise Science Program Academic and Progression Standards - Semesters Four Through Eight (Junior and Senior Years)**

Minimum acceptable semester-end GPA	2.5
Minimal grade of a C or better in any EXS or ATC prefix course	2.0

1. Once in course work within the major (fall of the junior year and beyond), students must maintain a minimum semester-end grade point average GPA of 2.5. Failure to do so will result in program-level probation and may affect academic progression and delay graduation.
2. Students whose semester-end GPA falls below the 2.5 threshold for two consecutive semesters will be dismissed from the program.
3. Students must achieve a minimum grade of "C" in each EXS and ATC prefix course
4. Student may only enroll in any course in the major a maximum of two times. Enrollment in a course consists of achieving a WP or WF or a letter grade. Receiving a W in a course is not considered officially enrolled and will not result in academic penalty.

**CURRICULAR REQUIREMENTS**

	<b>Credits</b>
<b>First Year</b>	<b>30</b>
IHS 110 - Introduction to Health Care	2
IHS 120 - Health Care Issues	1
BIO 104 - General Biology	4
BIO 208 - Introduction to Anatomy and Physiology I	4
ENG 110 - English Composition	4
MAT 120 - Statistics	3
PSY 105 - Introduction to Psychology	3
SOC 150 - Introduction to Sociology	3
One Explorations Course	3
One Creative Art (May be ART, ARH or MUS course)	3
<b>Second Year</b>	<b>32</b>
IHS 210 - Methods of Scholarly Inquiry	3
IHS 220 - Nutrition	3
IHS 310 - Ethics for Interprofessional Practice	3
ATC 333 - Gross Anatomy	3
EXS 120 - Personal Health and Wellness	3
EXS 180 - Motor Learning and Performance	3
BIO 209 - Introduction to Anatomy and Physiology II	4
CHE 110 - General Chemistry I	4
MAT 180 - Precalculus	3
PSY 250 - Lifespan Development	3

<b>Third Year</b>	<b>32</b>
ATC 101 - Prevention and Care of Athletic Injuries	3
ATC 420 - Research Methods	3
EXS 310 - Kinesiology and Biomechanics w/ Lab	3
EXS 320 - Exercise Physiology w/ Lab	3
EXS 330 - Fitness Evaluation and Prescription	3
EXS 322 - Metabolism and Bioenergetics of Sport Nutrition	3
EXS 380 - 12 Lead ECG Interpretation w/Lab	3
EXS 390 - Clinical Diagnostic	3
EXS 495 - AES Seminar	1
BIO 309 - Pathophysiology	3
PHY 110 - General Physics w/ Lab	4
<b>Fourth Year</b>	<b>27</b>
ATC 306 - Psychology of Sport and Exercise	3
AES Elective Course	3
AES Elective Course	3
EXS 340 - Concepts of Strength and Conditioning	3
EXS 432 - Exercise Management for Chronic Disease & Disability	3
*EXS 499 - Internship	6
One Social Global Awareness Course	3
One Advanced Studies Course	3
<b>Or</b>	
EXS 479 - Research Practicum I <i>and</i>	3
EXS 489 - Research Practicum II	3
<b>Minimum Required Credits</b>	<b>121</b>

### **INTERNSHIP EXPERIENCE**

\*The senior-level culminating experience may be either EXS 499 taken as a six-credit field experience internship (taken in the fall or spring) or a two-course sequence of EXS 479 and EXS 489 Research Practicum I and II (taken in the fall and spring). Research Practicum I would involve the preliminary research work (literature review, IRB proposal, etc.) and the student would collect/interpret/present her/his data during Research Practicum II in the spring. EXS 479 and EXS 489 would be three credits each. Each student is required to complete a minimum of 270 hours (45 hours/credit) under the direct supervision of an approved clinical internship site supervisor, averaging between 15-20 hours per week.

### **AFFILIATED INTERNSHIP SITES**

The AES program is very fortunate to have a wide variety of internship sites in Southern Maine available for field experience. For a list of current sites, please use the following link:

<http://www.une.edu/wchp/aes/sites.cfm>

### **ACADEMIC ADVISING**

Each student is assigned to a faculty advisor at the time of enrollment into the AES program. This person continues as the advisor for the duration of student's time in the Department, unless the student or advisor requests a change through the Department Chair.

### **ACADEMIC SUPPORT SERVICES Within The Learning Assistance Center (LAC)**

Learning Assistance Services, a department within Student Support Services, provides a comprehensive array of academic support including placement testing, courses, workshops, tutoring and individual consultations. The mission of Learning Assistance Services is to assist matriculated students to become independent learners, so that they are able to meet the University's academic standards and attain their personal educational goals. More information can be found using the following link:

<http://www.une.edu/studentlife/biddeford/las/index.cfm>

### **PROGRAM FACULTY**

More information about the AES faculty can be found using the following link:

<http://www.une.edu/wchp/aes/faculty.cfm>

### **PROFESSIONALISM**

Professionalism is not a choice; it is an expectation of all AES students in the WCHP. Professionalism is inherent to the practice of an exercise science professional. Professionalism, generally, is defined as exhibiting a courteous, conscientious, and businesslike manner to all clients/patients, peers and faculty. It is important to keep in mind that professionalism is reflected in your behavior, attitude towards others and your appearance. Professionalism is a mandatory skill that is continually evaluated during your time here as a student.

### **STATEMENT OF RECEIPT AND UNDERSTANDING**

Please refer to appendix B for the Statement of Receipt and Understanding of the Applied Exercise Science Program Handbook. Once you have read the Student Handbook, please sign and date it, and submit it to the ESP office (HAF 260). It is the responsibility of the student to submit proof of this acknowledgement to the program office.

# APPENDIX



UNIVERSITY OF  
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Applied Exercise Science

## APPENDIX A

### Department of Exercise and Sport Performance Applied Exercise Science Program

#### TECHNICAL STANDARDS

The demands placed on students in the Applied Exercise Science program are designed to reflect those encountered in the field upon graduation. Courses will educate students in the knowledge, skills, and abilities to perform the required functions associated with the entry level exercise/fitness specialist. This document will identify the essential functions and technical standards required of students as stipulated by the faculty of the Applied Exercise Science program. The student is expected to be able to meet these standards in order to be admitted into the Applied Exercise Science program and maintain the standards throughout their academic program. The technical standards set forth by the Applied Exercise Science program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and abilities of an entry-level exercise science professional, as well as meet the expectations of the program's endorsement agency (National Strength and Conditioning Association [NSCA]) and the American College of Sports Medicine (ACSM). The following abilities and expectations must be met by all students in the Applied Exercise Science program.

If a student has a disability which may require special accommodation to perform the tasks listed, it is the student's responsibility to contact the Director of the Applied Exercise Science program and the Student Disabilities Services Office (207-602-2815) so appropriate steps can be taken to determine whether reasonable accommodations may be made. In the event that a student is unable to fulfill these essential functions and technical standards they may be dismissed from the program.

Candidates for selection to the Applied Exercise Science major should be able to complete the following essential functions:

1. Possess effective verbal and written communication skills in English and appropriate nonverbal demeanor in order to interact and develop rapport with faculty, students, staff, administrators, program participants and others which may include individuals from different cultural and social backgrounds.
2. Possess ability to perform appropriate exercise testing and exercise leadership procedures in a safe, reliable, ethical, legal and efficient manner; and properly observe subjects undergoing the above procedures and instruments recording pertinent data.
3. Demonstrate the mental capacity to assimilate, analyze, synthesize, and integrate concepts in the classroom and laboratory and then be able to solve simple and complex problems likely to be encountered in health fitness settings.
4. Possess sufficient postural and neuromuscular control, sensory function and coordination to perform appropriate assessment procedures and demonstrate proper exercise methods utilizing standard techniques and instruments/equipment in working with subjects/clients.
5. Demonstrate emotional maturity, composure and patience and the ability to be flexible under stress in a variety of situations.
6. Demonstrate honesty, integrity, professionalism and maintain a high personal code of conduct both on and off campus.

## TECHNICAL STANDARDS

To perform the essential functions of the role of an entry-level exercise science professional and be successful in this educational curriculum, an individual must possess specific knowledge, skills and abilities. These can be divided into 4 categories:

1. Observational skills
2. Psychomotor skills
3. Cognitive skills
4. Affective/behavioral skills

These technical skills are outlined below for each of the four categories.

To accomplish the essential function of the role of entry-level exercise science professional the student must be able to:

1. Observational skills
  - Accurately observe the patient/client activity and behavior during evaluations and treatments.
  - Take an appropriate history.
  - Observe changes in patient/client status which may require modification of activity or intervention such as: skin color (pallor or flushing), breathing regularity and effort, heart rate, ECG, temperature of skin, muscle tone, gait pattern, facial expressions.
  - Read and interpret information from diagnostic tests, equipment, and patient/client charts or files such as ECG, sphygmomanometers, metabolic analyzers.
  - Accurately monitor and operate dials, displays, and equipment used in evaluating and treatment of patients/clients including exercise equipment (treadmills, ergometers, cycles, etc), ECG machines, stethoscopes and sphygmomanometers, resistance training machines and free weights, calipers and dynamometers, pulmonary function and body composition equipment.
2. Psychomotor skills
  - A. Mobility
    - Attend lecture and laboratory classes and access laboratories, classrooms and work stations.
    - Attend internships in assigned locations.
    - Accomplish required physical tasks for assessment, demonstration, leadership, and assistance in academic, laboratory, and internship settings.
    - Perform emergency procedures such as first aid or CPR in laboratory and internship setting.
  - B. Strength tasks
    - Safely and effectively administer exercise and training techniques which require demonstration, facilitation, spotting, or resistance.
    - Manually adjust exercise and training equipment.
    - Safely assist and guard patients/clients during exercise testing and training.
  - C. Fine motor and coordination skills
    - Use palpation and touch to accurately assess pulse, locate and prep sites for electrode placement, skinfold measurement.
    - Accurately set equipment dials and switches, calipers, use stethoscopes and sphygmomanometers, tape measures.
    - Accurately assess blood pressure.
    - Legibly and accurately complete documentation activities.
3. Cognitive skills
  - Comprehend, integrate, and synthesize a large body of knowledge and technical skill in a short period of time.
  - Understand theory, research literature, and principles that apply to exercise science, exercise testing and training.
  - Reflect on performance accurately to self-assess.
  - Use appropriate written and verbal formats and skills for communication of patient/client information and classroom assignments.
  - Utilize knowledge of natural, exercise, and social sciences, along with appropriate test results, protocols, and

training principles to develop, implement, and modify appropriate exercise testing and training sessions and programs.

4. Affective /behavioral skills

- Demonstrate professionally appropriate behaviors, emotional status, and attitudes to protect the safety and wellbeing of patients/clients and classmates.
- Display tolerance for individual, social, gender, and cultural differences in fellow students, colleagues, faculty, patients/clients and community members.
- Demonstrate the ability to professionally cope with situations that may be physically, emotionally, and/or intellectually stressful.
- Behave in an ethical and moral manner, upholding professional and community standards.
- Demonstrate flexibility and the ability to adjust to changing situations and uncertainty in an academic or internship environment.
- Accept critical feedback and respond by appropriate modification of behavior.
- Demonstrate the ability to work effectively alone as well as in small and large groups.

Students will be required to verify they understand and meet these technical standards or that they believe that, with certain reasonable accommodations, they can meet the standards.

No accommodation will be authorized that would jeopardize client/patient/athlete safety, cause an undue burden, lower programmatic standards or substantially modify the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

I attest that I have read the Technical Standards for the University of New England's Applied Exercise Science program, and that I have had the opportunity to ask questions about these requirements. I affirm that I am capable of performing the technical standards expected of a student in the University of New England's Applied Exercise Science program as outlined above with or without reasonable accommodations.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**IT IS THE RESPONSIBILITY OF THE STUDENT TO SUBMIT PROOF OF THIS SIGNED DOCUMENT TO THE ESP OFFICE (HAF 260).**



UNIVERSITY OF  
NEW ENGLAND

Applied Exercise Science

## APPENDIX B

Department of Exercise and Sport Performance  
Applied Exercise Science Program

### Statement of Receipt and Understanding

I attest that I have read the University of New England's Applied Exercise Science Program Handbook, and that I have had the opportunity to ask questions about these requirements. I affirm that I have read and understand its contents.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**IT IS THE RESPONSIBILITY OF THE STUDENT TO SUBMIT PROOF OF THIS SIGNED DOCUMENT TO THE ESP OFFICE (HAF 260).**