



# FERRIS STATE UNIVERSITY

## PROFESSIONAL TENNIS MANAGEMENT

### INTERNSHIP DATA SHEET

Name of Club \_\_\_\_\_

Address \_\_\_\_\_

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

Phone (\_\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_\_) \_\_\_\_\_

e-mail \_\_\_\_\_ Web page address \_\_\_\_\_

Name of Supervisor \_\_\_\_\_ Are you a USPTA member? \_\_\_\_\_

The intern will work \_\_\_\_\_ hours per week, for \_\_\_\_\_ weeks.

What are the dates of employment? \*Beginning \_\_\_\_\_ Ending \_\_\_\_\_  
 (\*Students are available after May 10<sup>th</sup> and need to be back to school on August 26<sup>th</sup>)

**JOB DESCRIPTION:** (Indicate % of time the intern will spend on the following):

_____ Group Lessons - leading	_____ Pro Shop or Front Desk
_____ Group Lessons - assisting	_____ Maintenance
_____ Private Lessons	_____ Tournament Management
_____ Racquet Repair	_____ Other

**Responsibilities:** \_\_\_\_\_

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**EXPERIENCE:** (describe the minimum amount of experience needed)

\_\_\_\_\_

**Playing Ability:** (minimum NTRP rating required): \_\_\_\_\_

**COMPENSATION:** (approx. \$) \_\_\_\_\_ Salary \_\_\_\_\_ Hourly \_\_\_\_\_ Other \_\_\_\_\_

**Total estimated compensation for the summer:** \$ \_\_\_\_\_

**Is Room and/or Board Provided?**       YES       NO       Will assist

**Will Intern need own transportation?:**       YES       NO

**Please fax or mail completed form to:**  
Professional Tennis Management  
14342 Northland Drive, Big Rapids, MI 49307-2373  
Fax: (231) 591-5018  
E-MAIL: [maguired@Ferris.edu](mailto:maguired@Ferris.edu)

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