



**NEXGEN:
TENNESSEE HOSPITAL
EXECUTIVE INTERNSHIP**

PROGRAM TIMELINE & CHECKLIST

2025

AUGUST 18

Application for summer 2026 opens.

NOVEMBER 7

Deadline to submit all application documents.

NOVEMBER 10 THROUGH NOVEMBER 14

Select candidates are invited to interview with THA staff.

DECEMBER 2 THROUGH DECEMBER 19

Student interviews are conducted.

2026

JANUARY 12 THROUGH FEBRUARY 27

Hospitals conduct interviews with select students.

FEBRUARY 27

All summer placements are confirmed.

MAY 15

Intern orientation at THA.

MAY 18 THROUGH AUGUST 7

12-week internship period.

AUGUST 11

Intern presentation day at THA.

APPLICATION CHECKLIST

TO APPLY, CANDIDATES MUST:

- Complete the 2026 Program Application at tha.com/internship
- Electronically submit the following information in PDF by November 7 to kwhitfield@tha.com:
 - Current resume
 - Personal statement (500 words or less) that answers the question *“Why are you pursuing a career in healthcare administration, and what do you hope to get out of the internship experience?”*
 - Two signed letters of academic or professional recommendation from references you’ve known longer than 1 year, received directly from the sender. Please share the [recommendation guidelines](#) with each recommender.
 - Proof of current enrollment or recent graduation (letter from university or copy of degree)
 - Transcripts from all colleges or universities attended

UPON ACCEPTANCE OF AN INTERNSHIP, CANDIDATES MUST PROVIDE:

- Proper documentation to establish identity and employment authorization in the United States. A full list of acceptable documentation can be found at uscis.gov/i-9-central/acceptable-documents.

FOR MORE INFORMATION

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APPLICATION DEADLINE

Friday, November 7, 2025