

**NORTH CAROLINA CENTRAL UNIVERSITY  
DEPARTMENT OF SOCIAL WORK**

**Field Education**

**Field Placement Guidelines for Remaining at a Field Placement for Two Consecutive Years**

If a student wishes to complete his/her 2<sup>nd</sup> year field placement with the same field agency, the following requirements below must be met. Signatures indicate that all parties have read and understood all stated policies and requirements. All inquiries regarding returning field placement proposals should be directed to the Director of Field Education.

**Requirements**

1. The agency must be approved by the Director of Field Education. All required paperwork as must be completed prior to the start date of the field placement.
2. The field instructor must have a M.S.W. degree and provide the student with weekly supervision for the duration of the field placement experience.
3. The student's 2<sup>nd</sup> year field placement must include different learning experiences and opportunities than were experienced within the 1<sup>st</sup> year field placement. The focus of the 2<sup>nd</sup> Year field placement must be on meeting the student's learning and educational objectives as a concentration year student. Therefore, students are expected to demonstrate more independent work and initiative with respect to their second year field experience. As such, second year learning opportunities need to exceed the student's present skills and knowledge.

**1. STUDENT INFORMATION (Print)**

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

Phone: (H) \_\_\_\_\_ (C): \_\_\_\_\_

Email Address: \_\_\_\_\_

**2. STUDENT'S PROPOSED FIELD PLACEMENT INFORMATION**

Field Placement Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Field Instructor's Name: \_\_\_\_\_

Job Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

If you are seeking to complete your 2<sup>nd</sup> Year field practicum in the same agency, please provide the following information:

1. Intern tasks/roles/functions/responsibilities of your **1<sup>st</sup> Year** field placement.

---

---

---

---

---

---

---

---

---

2. Field Instructor for your 1<sup>st</sup> Year field placement:

---

3. Task Instructor for your 1<sup>st</sup> Year field placement (if applicable):

---

4. Intern Department/Unit for your 1<sup>st</sup> Year field placement:

---

5. Intern tasks/roles/functions/responsibilities of your **2<sup>nd</sup> Year** field placement.

---

---

---

---

---

---

---

---

---

6. Field Instructor for your 2<sup>nd</sup> Year field placement:

---

7. Task Instructor for your 2<sup>nd</sup> Year field placement (if applicable):

---

8. Intern Department/Unit for your 2<sup>nd</sup> Year field placement:

---

All revisions to this application are subject to the review and approval of the Director of Field Education.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Field Instructor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Field Education Signature  
NCCU-Department of Social Work

\_\_\_\_\_  
Date