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

If a student wishes to complete his/her 2nd 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 2nd year field placement must include different learning experiences and opportunities than were experienced within the 1st year field placement. The focus of the 2nd 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 2nd Year field practicum in the same agency, please provide the following information:

1. Intern tasks/roles/functions/responsibilities of your 1st Year field placement.

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2. Field Instructor for your 1st Year field placement:

_____________________________________________________________________________________

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

_____________________________________________________________________________________

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

_____________________________________________________________________________________

5. Intern tasks/roles/functions/responsibilities of your 2nd Year field placement.

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6. Field Instructor for your 2nd Year field placement:

_____________________________________________________________________________________

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

_____________________________________________________________________________________

8. Intern Department/Unit for your 2nd 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                 Date

NCCU-Department of Social Work