



**Fredonia - Social Work Program**

**Application for Field Practicum**

**DUE DATE: Second Friday in February @ Noon**

**Name:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

**Summer Address:** \_\_\_\_\_

**Current Phone No.:** \_\_\_\_\_ **Fredonia E-mail:** \_\_\_\_\_

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**Prologue:** Field Education is referred to by the Council on Social Work Education as the “signature pedagogy” of our professional education. It is a serious commitment that requires you to have 450 hours of in-agency experiences over two semesters (225 hours each semester) under the supervision of a BSW or MSW worker. Through your coursework and the supervised practice of social work you are provided the opportunity to learn, practice, and demonstrate your competency as a developing, professional social worker.

In returning a completed signed form with the required attachments, you are telling us that you are committed to this undertaking and that you will have met the Field practicum requirements.

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I understand that I am officially applying for the senior year Field Education content area with the completion and submission of this form and required documents. I acknowledge that I know the requirements for entering the Field Education sequence of the curriculum which requires me to enter into Field Practicum experiences in a human service agency, under supervision, for 225 hours each semester. In making this agreement, I understand that I must have the requirements for Field Education met by the first official day of classes for the semester in which I am registering for Field Practicum and Field Practicum with Seminar. If these are not met, I understand that I cannot be registered for SOCW 480/485, the first semester of Field Practicum and Field Education.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**SOCIOCULTURAL AND JUSTICE SCIENCES – SOCIAL WORK**

Application to the Field requires completion of the following sections:

**1. Attachments**

- a. One copy of resume attached to application.
- b. One copy of resume sent to [annette.franklin@fredonia.edu](mailto:annette.franklin@fredonia.edu)
- c. A signed Release of Information I form (attached).
- d. A signed Acknowledgement of Field Policies with initials in the space provided (attached)

**2. What have you come to know about the practice of social work and what are you hoping to learn about generalist social work practice through a field placement experience? Note: Think about your knowledge of content areas, your skill level, and your discernment of ethical consideration. Think less about a specific agency or organization.**

**3. Other Questions to assist the placement process**

I will have health insurance during the 2019-2020 academic year \_\_\_\_\_ Yes \_\_\_\_\_ No

I understand that I may need to interview (in person/over the telephone) with a potential placement site.

\_\_\_\_\_ Yes \_\_\_\_\_ No

I understand that I must attend a mandatory, scheduled Pre-Placement Group Meeting \_\_\_\_\_  
Yes \_\_\_\_\_ No

I am aware some agencies require a criminal background check, and if the agency requires such a check, I am prepared to disclose previous convictions, pleas, or no contests during the interview process with the field coordinator and with the potential placement.

\_\_\_\_\_ Yes \_\_\_\_\_ No

I understand that the majority of field placements are located outside of the Dunkirk and Fredonia area, within a 50 mile radius. Therefore, it will be necessary for me to drive or to arrange transportation to and from placement. Furthermore, I understand that I am responsible for all transportation costs related to field placement. \_\_\_\_\_ Yes \_\_\_\_\_ No

I understand that field education is a necessary component of my generalist social work education and that each field placement has potential to help me with my learning, regardless of my current practice interests.

\_\_\_\_\_Yes\_\_\_\_\_No

I understand that every effort will be made for me to know my placement prior to leaving campus for summer recess; however, I may not know until later in the summer.

\_\_\_\_\_Yes\_\_\_\_\_No

Rank the areas of interest to assist in your field practicum site. (List from the first to last in each category with the first preferred).

**Age**

- Children (birth-8 yrs)
- Youth (8 yrs-12 yrs)
- Adolescents (12 yrs-21 yrs)
- Adults (21 yrs-60 yrs)
- Seniors (65 yrs+)
- No preference

**Field**

- Substance Abuse
- Mental Health
- Child Welfare
- Medical
- School
- Homeless Program
- Geriatrics
- Domestic Violence
- Employment

**Setting**

- Residential
- In-home
- Community-based
- Other, specify: \_\_\_\_\_

**Locations** (Rank first, second, third choice: 1 most desired, 3 least desired)

- \_\_\_ Erie County (between Buffalo and Irving)
- \_\_\_ Northern Chautauqua County (between Silver Creek and Fredonia)
- \_\_\_ Southwestern Chautauqua County (between Jamestown and Fredonia)
- \_\_\_ Southwestern Chautauqua County (between Ripley/Mayville and Fredonia)
- \_\_\_ Closer to Cattaraugus County (between Jamestown and Salamanca/Olean)

List any special needs that should be considered when placing you for the field practicum experience (such as work schedule, transportation).

**I have attached the necessary documentation and honestly answered the questions asked.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

## ACKNOWLEDGEMENT OF FIELD PRACTICUM POLICIES

**Read and initial each of the following sections of this document. Sign your name at the end.**

**Section 1.** I understand that I know the NASW Code of Ethics and must follow its guidelines in my practicum placement. \_\_\_\_\_(initials)

**Section 2.** I understand the following are the admissions requirements for Field Placement:

Only social work majors who have advanced status in the program are eligible to enter the Field Practicum. To be eligible to enter the Field in the fall, students must have:

- a. Senior status (90 credit hours).
- b. Completed the following courses with a grade of C or better: SOCW 325;SOCW340; SOCW 370; and SOCW 341
- c. Grade of D- or better in the following courses: SOC 300, SOCW249, and POLI382
- d. Obtained a 2.0 cumulative grade point average.
- e. Consistently demonstrated a commitment to professional social work standards of behavior (Code of Ethics).  
\_\_\_\_\_(initials)

**Section 3:** I understand the following placement policies:

- a. Students are placed by the Field Coordinator in human service agencies which have met the programs selection criteria. In the spring semester of the junior year, the Field Coordinator places students in organizations based upon the organizations' needs. \_\_\_\_\_(initials)
- b. Students **will not** be placed in a practicum agency or program in which the student:
  1. Has completed a previous formal internship or volunteer experience.
  2. Is currently, or has previously been, employed.
  3. Has a family member who is currently employed by that agency.
  4. Is, or has ever been, a client.
  5. Has a family member who is, or has been, a client of that agency.
  6. Has been a student within the last five years.\_\_\_\_\_(initials)
- c. Students will disclose pertinent information regarding a criminal record or background information to the Field Coordinator for the purposes of planning and securing a field practicum. Please understand that a criminal record does not automatically prohibit you from working in the Social Work field. \_\_\_\_\_(initials)
- f. The signed release of information form allows the Field Coordinator to share all background information with the Field Agency sites, including but not limited to educational record, criminal record/background, student strengths, areas of growth, etc. \_\_\_\_\_(initials)

**Section 4:** I understand the following:

- a. Field Practicum is one experience spread over two semesters.
- b. Students register for two courses each semester to earn 6 credit hours for practicum. In the Fall, they register for SOCW 480 and 485 and they register for SOCW 490 and 495 in the Spring.
- c. Students must complete 225 hours in their practicum agency each semester. This averages to be 16-18 hours per week, depending on the placement.
- d. Students must spend one full day per week in their placements and are encouraged arrange their schedules so they can spend 2 full days.
- e. Students must attend and participate in a seminar class as part of Practicum. Seminar hours are not to be use toward the 225 hour total.
- f. Students pay a fee each semester for Field Practicum to cover the cost of liability coverage. This fee will appear on the tuition bill.

\_\_\_\_\_ (initials)

**Section 5:** I understand the following:

Certain field practicum sites may necessitate one or more of the following requirements prior to accepting students:

1. Finger printing
2. Criminal background checks
3. State Central Registry clearances
4. Proof of Health Insurance
5. A vehicle
6. Students are responsible for all fees associated with these requirements.

\_\_\_\_\_ (initials)

**Section 6:** I understand the following:

The program has a transportation policy that applies to Practicum, part of the policy reads:

1. Please be aware that neither the University, nor the social work program provides automobile liability coverage during activities in the Field Practicum. Assuring adequate insurance coverage and proper registration is the responsibility of the student and/or vehicle owner.

\_\_\_\_\_ (initials)

I acknowledge that I have read and understand the selected Field Practicum policies on this form and that the remainder of Field Practicum policies can be found in the Field Manual, which is located on the Fredonia Department of Sociocultural and Justice Sciences website. In addition, I acknowledge I can locate a copy of the Program Handbook on the Fredonia Department of Sociocultural and Justice Sciences website.

Signed \_\_\_\_\_ Date \_\_\_\_\_