

**Department of Health Sciences and Social Work**  
**Social Work Program**  
**Application for Field Practicum at Place of Employment**

It is possible that students can have a practicum placement at the agency that already employs them, provided that the educational experience is "new learning" of knowledge, values, and skills. This learning is to be clearly reflected in a detailed educational plan involving the integration of specific, goal oriented, and clearly measurable objectives. Additional requirements must be met for a student to complete a practicum at his/her place of employment (See Field Practicum Manual). Please complete the application below and submit to the Director of Field Education. The completed application will be reviewed by the Director of Field Education for placement approval.

Please complete the following information. The application will not be reviewed if information is missing.

Name	ID#	Date	
Address during practicum	City	State	Zip Code
Phone number during Practicum			
Agency Name			
Agency Address	City	State	Zip Code
Agency Phone number	Agency contact person		
Position title at agency (Student)	Length of time at agency (Student)		
Name and title of immediate supervisor at agency		Supervisor telephone number	
Employment schedule (include days of week/hours)			



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Signature of Student

Date

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Signature of Current Supervisor

Date

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Signature of Proposed Field Instructor

Date

**Reviewed and approved by Director of Field Education/Program Coordinator/Chairperson**

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Signature of Director of Field Education

Date

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Signature of Program Coordinator

Date

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Signature of DHHSW Chairperson

Date