

ATTENTION

Students Beginning First Field Placement (October, 2008)

Attendance at the Field Orientation Seminar is required for all students prior to beginning their first field placement. Students may not begin field placement without having attended the Field Orientation.

The Field Orientations for Fall, 2008 are scheduled as follows:

Friday, September 12
(9:30 AM - 12:30 PM)

Tuesday, September 16
(6:00 PM - 9:00 PM)

Friday, September 19
(9:30 AM - 12:30 PM)

Friday, September 26
(9:30 AM - 12:30 PM)

University of Houston
Graduate College of Social Work
Office of Field Education

FOUNDATION SEMESTER APPLICATION FOR FIELD PRACTICUM

1. Name: _____

Mailing Address: _____
(Street) (Apt. #)

(City) (State) (Zip Code)

Telephone Number: Home: _____ Work: _____

Cell: _____ Pager: _____

E-mail Address (**print carefully**): _____

2. Course applying for:
_____ Field Practicum I: Foundation

3. Semester applying for:
_____ Fall _____ (Year)

4. Status: _____ Full-time _____ Flex Option

5. Semester and Year you first entered GSSW: _____

6. At this point what track do you anticipate selecting. Check one.

- a. Clinical Practice _____
- b. Leadership, Administration, Advocacy _____

7. At this point, please indicate if you plan to enroll in a certificate program.

- a. Gerontology _____
- b. Political Social Work _____
- c. Trabajo Social _____
- d. None of the above _____

8. Have you any preferences as to the kind of people, ages, problems or settings (not specific agencies) with which you would like to work? Why?

9. Have you any preference as to the kind of people, ages, problems or settings with which would NOT like to work? Why?

10. List any special conditions or limitations to be considered in arranging your field placement: These may include transportation, child care, and ability issues.

Four horizontal lines for writing special conditions or limitations.

11. Many of our affiliated agencies have begun to require criminal background checks and drug screenings of all potential employees and student interns. If you have any concern about these procedures, please see the Director or Associate Director of Field Education. I have read this item _____ Yes _____ No

COMPLETE ATTACHED "BRIEF BIOGRAPHICAL STATEMENT" FORM. YOUR APPLICATION WILL NOT BE PROCESSED IF THIS FORM IS NOT ATTACHED AND COMPLETE. (DO NOT ATTACH A RESUME)

Student Signature _____

Date _____

Advisor Signature _____

Date _____

Director of Field Education Signature _____

Date _____

FOR FIELD OFFICE USE ONLY

***** AGENCY FIELD INSTRUCTOR DATE REFERRED *****

BRIEF BIOGRAPHICAL STATEMENT

PLEASE PRINT LEGIBLY. Complete this form as carefully as possible. ATTENTION: **A copy of this form will be mailed to potential field instructors with affiliated agencies.**

1. Name: _____

2. What geographical part of town do you live in? Please be specific. _____

3. Do you speak a language other than English? _____ No ___ Yes Language _____
If yes, rate your ability to speak and understand on a scale of 1 to 5, with 5 being fluent _____.

4. Educational background:

a. Undergraduate
College _____
Major(s) _____
Degree _____ Date Received _____

b. Graduate
College _____
Major(s) _____
Degree _____ Date Received _____

5. Work experience:

- a. Years of work experience since undergraduate degree: _____
- b. List places of employment and job responsibilities below. (List most recent job first.)

Place of Employment	Dates	Job Responsibilities
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. a. Volunteer work: Describe any volunteer experiences you may have had. (List most recent first.)

Agency	Dates	Job Responsibilities
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. b. Relevant life experience (extensive or foreign travel, parenting, non-degree oriented course work, etc.)

Brief Biographical Statement
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7. Previous Internship: List below any previous social work field placements you may have had, most recent first.

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. Do you plan to be employed during field? _ No ___ Yes _____ Hours employed per week

9. What skills do you hope to develop in your field placement?

10. What do you see yourself doing immediately after graduation?

11. What do you see yourself doing 3 to 5 years after graduation?

12. What is your ultimate career goal?

13. Any other information about yourself or comments you would like to convey to a potential field instructor.

CRITICAL FIELD EDUCATION POLICIES

1. I understand that I must attend the required Field Orientation prior to beginning the first field practicum course I take at the GSSW. I have received and read the information regarding the date and time of the next scheduled Field Orientation.

Student Signature

Date

2. I understand that a student will be terminated from the program if he/she is unable to secure a field placement after three (3) interviews each of which results in a documented violation of student standards.

Student Signature

Date

3. I understand that field practicum hours must be completed during normal business time, Monday through Friday, 8:00 a.m. – 5:00 p.m.

Student Signature

Date

4. I understand that students are required to purchase professional liability insurance prior to enrolling in field practicum courses. I have completed an insurance eligibility form and authorization for the cost of the insurance to be included on my University fee bill.

Student Signature

Date

5. I understand that if I am absent from field without notifying my field instructor more than one time, my field placement will be terminated and a grade of Unsatisfactory will be assigned.

Student Signature

Date

- * **Please refer to the Field Education Manual for additional field education policies and procedures.**