**Insert Name**

**Insert Phone Number**

**Insert Email**

**Insert Address (Split into two columns or rows if current and permanent are different)**

|  |  |
| --- | --- |
| **EDUCATION** | |
| Present College Name: |  |
| Location: |  |
| Major: |  |
| Expected Graduation |  |
| Honors/Awards: |  |
|  | |
| Previous College Name: |  |
| Location: |  |
| Major: |  |
| Dates of Attendance: |  |
| Degree/Certificate: |  |
| Honors/Awards: |  |
|  | |
| High School Name: |  |
| Location: |  |
| Graduation Date: |  |
| Honors/Awards: |  |

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| **EMPLOYMENT EXPERIENCE** | |
| Name of Agency: |  |
| Address: |  |
| Dates of Employment: |  |
| Job Title(s) |  |
| Responsibilities: |  |
|  | |
| Name of Agency: |  |
| Address: |  |
| Dates of Employment: |  |
| Job Title(s) |  |
| Responsibilities: |  |
|  | |
| Name of Agency: |  |
| Address: |  |
| Dates of Employment: |  |
| Job Title(s) |  |
| Responsibilities: |  |

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| **VOLUNTEER ACTIVITES** | |
| Name of Organization: |  |
| Location: |  |
| Dates of Service: |  |
| Services/Responsibilities: |  |
|  | |
| Name of Organization: |  |
| Location: |  |
| Dates of Service: |  |
| Services/Responsibilities: |  |
|  | |
| Name of Organization: |  |
| Location: |  |
| Dates of Service: |  |
| Services/Responsibilities: |  |
|  | |
| Name of Organization: |  |
| Location: |  |
| Dates of Service: |  |
| Services/Responsibilities: |  |

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| **PERSONAL ATTRIBUTES** | | | |
| 1. | What are your expectations for field practicum instruction? |  |
| 2. | Describe how you perceive yourself in relation to:  (a) the values of the profession  (b) readiness to enter a social work setting | (a)  (b) |
| 3. | Describe your strengths as a social work student: |  |
| 4. | Discuss your needs for development and improvement in the practicum setting: |  |
| 5. | Discuss your plans after graduation: |  |

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| **CURRICULUM** | | | | | | |
| **Course** | **Title** | | | **Hours** | | **Grade** |
|  |  | | |  | |  |
| SW 2303 | Social Welfare Policy I | | | 3 | |  |
| SW 2313 | Introduction to Social Work/Social Welfare | | | 3 | |  |
| SW 2323 | Social Welfare Policy II | | | 3 | |  |
| SW 3003 | Populations at Risk | | | 3 | |  |
| SW 3013 | Human Behavior in the Social Environment I | | | 3 | |  |
| SW 3023 | Human Behavior in the Social Environment II | | | 3 | |  |
| SW3213 | Social Work Research | | | 3 | |  |
| SW 3513 | Social Work Practice I | | | 3 | |  |
| SW 3523 | Social Work Practice II | | | 3 | |  |
| SW 3533 | Social Work with Communities and Organizations | | | 3 | |  |
| SW 4613 | Child Welfare Services | | | 3 | |  |
|  | Social Work Elective: | | | 3 | |  |
| SW 4713 | Senior Seminar | | | 3 | |  |
| SW 4916 | Field Practicum Seminar | | | 6 | |  |
| SW 4926 | Field Practicum Seminar | | | 6 | |  |
|  | Principles of Macroeconomics | | | 3 | |  |
|  | American Government | | | 3 | |  |
|  | General Psychology | | | 3 | |  |
|  | Introduction to Sociology | | | 3 | |  |
|  | Anthropology or approved substitute: | | | 3 | |  |
|  | College Algebra | | | 3 | |  |
|  | Statistics or approved substitute: | | | 3 | |  |
|  | Anatomy & Physiology or approved substitute: | | | 3-4 | |  |
|  | Physical Science: | | | 3 | |  |
|  | Physical Science Lab: | | | 1 | |  |
|  | Natural Science: | | | 3 | |  |
|  | Natural Science Lab: | | | 1 | |  |
|  | English Composition I | | | 3 | |  |
|  | English Composition II | | | 3 | |  |
|  | Foreign Language II: | | | 3 | |  |
|  | Core History: | | | 3 | |  |
|  | Core Literature: | | | 3 | |  |
|  | English Elective: | | | 3 | |  |
|  | History Elective: | | | 3 | |  |
|  | Philosophy Elective: | | | 3 | |  |
|  | Fine Arts: | | | 3 | |  |
|  | Additional Humanities: | | | 3 | |  |
|  | Computer Literacy: | | | 3 | |  |
|  | Speech: | | | 3 | |  |
|  | General Electives (list): | | |  | |  |
| **TOTAL** | | | | **>/=124 Hours** | | |
| **OTHER PERTINENT INFORMATION:** | | | | | | |
| Do you agree to provide written evidence of professional liability insurance coverage? The minimum amount of coverage per individual shall be $1,000,000 per occurrence and $3,000,000 annual aggregate:  Yes  No | | | | | Initials: | |
| Please indicate any special needs you have of which your field instructor needs to be aware: | | | | | | |
| **GRADUATION TRAGECTORY:** | | | | | | |
| What is the total number of hours you have completed of the degree/program curriculum (*applied GPA hours*)? | | | Hours | | | |
| What is your overall cumulative grade point average? | | | GPA | | | |
| What is your cumulative grade point average in social work courses (Social Work GPA)? | | | GPA | | | |
| Have you reviewed and signed your senior checksheet? | | | Yes  No If yes, when: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **Student Signature for Application** | | **Printed Name** | | | | **Date** |
|  | |  | | | |  |
| **Field Coordinator Signature for Application** | | **Printed Name** | | | | **Date** |
|  | |  | | | |  |

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| **Student’s Choices for Placement Interview** | | | |
| **Student Name:** | | **Initials:** | **Date:** |
| **Agency Preference:** List three agencies with which you wish to interview for your field placement. You may elect to interview with less than three. #1 will be considered your most preferred placement. | | | |
| **1.** |  | | |
| **2.** |  | | |
| **3.** |  | | |
| **Placement Process Guidelines:**   |  | | --- | | * Student completes *Field Placement Application* consistent with feedback provided by instructor for Senior Seminar/SW4713 and/or Field Coordinator, ensuring signed application, specified placement choices (ranking of #1-#3), and reviewed and signed *Authorization to Release Information* form. * Field Coordinator initiates placement process using the #1 choice for student including contact of potential Field Instructor in preferred agency and sending of completed *Field Placement Application* for review should potential Field Instructor be willing to further assess student. * Field Instructor determines upon review of application whether or not to accept call from student to set up an interview and communicates this with Field Coordinator. Should Field Instructor determine that a call from the student to set up an interview is appropriate, then Field Coordinator releases contact number to student and verbally affirms student to call to set up an interview; Should the Field Instructor determine that a call from the student to set up an interview is not appropriate, then the process for the student will resume with the next preference on the choice list. * Once the student completes an interview with a potential Field Instructor, the Field Coordinator will confer with the student and potential Field Instructor separately to determine consistency of the student’s competencies and learning needs in relation to the agency’s learning opportunities. Should both the student and potential Field Instructor express affirmed consistency concerning the placement, then the placement will be determined CONFIRMED. Should either the student or potential Field Instructor express concern regarding the consistency of the student’s competencies and learning needs in relation to the agency’s learning opportunities, then the Field Coordinator will notify the other party. The student will resume the process with next preference on the choice list. * Once a placement at an agency is CONFIRMED, the agency may no longer be pursued by other students. * The student, upon discussion with and approval from the Field Coordinator, may change choices, but not after a placement is already CONFIRMED. * If any placement agency is determined inappropriate by the Field Coordinator according to criteria specified in the *Field Practicum Manual* and/or if the Field Instructor is determined unqualified using criteria specified in the *Field Practicum Manual*, the Field Coordinator reserves the right to withdraw the agency and/or Field Instructor as a placement option. | |  | | | | |

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| **Field Instruction**  **Authorization to Release Information** | | |
| **I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, authorize the Mississippi State University Social Work Program Field Coordinator to release field application and educational information to prospective Field Instructor(s). I understand this information will be used by the prospective Field Instructor(s) and representative(s) of their employing agencies to assess my potential as a field placement student in the agency. Once I am confirmed for placement at an agency, I authorize reasonable and necessary written and verbal communication between the Field Coordinator and Field Instructor of the agency throughout the practicum process for adequate student monitoring and for supportive and evaluative purposes.** | | |
| **Student Signature** | **Printed Name** | **Date** |
|  |  |  |
| **Witness Signature** | **Printed Name** | **Date** |
|  |  |  |

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| **\*Scholarship Determination Information** | | | | |
| Would you like to be considered for social work-related annual awards given by the MSU Social Work Program:  Yes (If yes, complete below content)  No (If no, disregard below content) | | | | |
| Applicant must be a social work major admitted to the program. Applicant must be in good standing in the program. Applicant may be considered for annual awards given by the MSU Social Work Program. | | | | |
| Student Name: |  | | | |
| Classification: |  | | NetID: |  |
| Overall GPA: |  | | Social Work GPA: |  |
| *Please respond to the following prompts.* | | | | |
| Identify and describe your involvement with campus organizations and/or other service-related opportunities. | |  | | |
| Describe your academic achievements, including leadership roles and any awards/recognition received. | |  | | |
| Describe your volunteer experiences/or advocacy involvement. | |  | | |
| Explain why you should be selected as the outstanding undergraduate student for the MSU Social Work Program. | |  | | |

\* Scholarship Determination Information is omitted from the information sent to prospective

Field Instructors and used by the MSU Social Work Program Awards Committee.