

**Mississippi State University
Social Work Program
FIELD PRACTICUM APPLICATION**

STUDENT INFORMATION				
Name				
Phone Number		Email		
Address				
EDUCATION				
Present College Name:				
Location:				
Major:				
Expected Graduation				
Honors/Awards/Distinctions:	<ul style="list-style-type: none"> 			
Previous College Name:				
Location:				
Major:				
Dates of Attendance:	From:		To:	
Degree/Certificate:				
Honors/Awards:	<ul style="list-style-type: none"> 			

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EMPLOYMENT EXPERIENCE				
Name of Agency:				
Address:				
Dates of Employment:	From:		To:	
Job Title(s)				
Responsibilities:	<ul style="list-style-type: none"> 			
Name of Agency:				
Address:				
Dates of Employment:	From:		To:	
Job Title(s)				
Responsibilities:	<ul style="list-style-type: none"> 			
Name of Agency:				
Address:				
Dates of Employment:	From:		To:	
Job Title(s)				
Responsibilities:	<ul style="list-style-type: none"> 			

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VOLUNTEER ACTIVITES				
Name of Organization:				
Location:				
Dates of Employment:	From:		To:	
Services/Responsibilities:	<ul style="list-style-type: none"> • • • 			
Name of Organization:				
Location:				
Dates of Employment:	From:		To:	
Services/Responsibilities:	<ul style="list-style-type: none"> • • • 			
Name of Organization:				
Location:				
Dates of Employment:	From:		To:	
Services/Responsibilities:	<ul style="list-style-type: none"> • • • 			

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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	(a)
	(b) readiness to enter a social work setting	(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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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	
What is the total number of credits applied as of the current semester?		
What is your OVERALL GPA?		
What is your GPA in all Social Work Courses (Social Work GPA)?		
Please share any other relevant information:		
Student Signature for Application	Printed Name	Date
Field Coordinator Signature for Application	Printed Name	Date

Mississippi State University

Social Work Program

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Student's Choices for Placement Interview		
Student Name:		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: <ul style="list-style-type: none"> Student completes <i>Field Placement Application</i> 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 <i>Authorization to Release Information</i> 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 <i>Field Placement Application</i> 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 <i>Field Practicum Manual</i> and/or if the Field Instructor is determined unqualified using criteria specified in the <i>Field Practicum Manual</i>, the Field Coordinator reserves the right to withdraw the agency and/or Field Instructor as a placement option. 		

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Field Practicum Instruction Authorization to Release Information		
I, _____, authorize the Mississippi State University Social Work Program Field Coordinator and/or Department of Sociology designated representative to release field application and educational information to agency representatives. I understand this information will be used by the prospective Field Instructor and/or representative(s) of the prospective practicum agency to assess my potential as a field practicum student with the agency. Once I am confirmed for placement at a practicum agency, I authorize reasonable and necessary written and verbal communication between the Field Coordinator and relevant practicum agency representatives, such as the Field Instructor, Task Supervisor(s), Human Resources Representative(s) and/or Education-Related Representatives throughout the practicum process for adequate student monitoring and for supportive and evaluative purposes.		
Student 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:	
<i>Please respond to the following prompts.</i>			
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.