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**TWU-UNT Joint Masters of Social Work**

**Application for Field Placement**

**NOTE: This document will be reviewed by the JMSW Director of Field Education in determining readiness for field placement. You should complete it in a thorough and professional manner. The JMSW Program does not grant field credit for previous work or life experiences.**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expected Month/Year of Graduation: \_\_\_\_\_\_\_\_\_\_\_\_\_ DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent Address (if different): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Driver’s License #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List any languages, other than English, in which you are conversant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Undergraduate Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ University Obtained: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact Phone: (1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please note any particular restrictions or considerations that should be taken into account in arranging field placement?

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**Social Work Courses Completed**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course #** | **Course Name** | **Where Taken/Date?** | **Grade** | **Enrolled now?** | **When scheduled?** |
| ***Generalist*** |  |  |  |  |  |
| SOWK 5103 | Human Behavior I |  |  |  |  |
| SOWK 5203 | Social Work Practice I |  |  |  |  |
| SOWK 5213 | Social Work Practice II |  |  |  |  |
| SOWK 5303 | Social Work Policy |  |  |  |  |
| SOWK 5403 | Social Work Research |  |  |  |  |
| SOWK 5113 | Human Behavior II |  |  |  |  |
| SOWK 5223 | Social Work Practice III |  |  |  |  |
| SOWK 5313 | Social Work Policy Practice |  |  |  |  |
| ***Advanced*** |  |  |  |  |  |
| SOWK 5233 | Advanced Practice I |  |  |  |  |
| SOWK 5243 | Human Diversity |  |  |  |  |
| SOWK 5323 | Administration and Management |  |  |  |  |
| SOWK 5413 | Program Evaluation |  |  |  |  |
| SOWK 5973 | Integrative Seminar |  |  |  |  |
| SOWK 5253 | Advanced Practice II |  |  |  |  |
| SOWK 5333 | Advanced Policy Analysis |  |  |  |  |
| SOWK 5553 | Social Work Elective |  |  |  |  |
| ***Field (Generalist)*** |  |  |  |  |  |
| SOWK 5803 | Social Work Seminar & Field Practicum I |  |  |  |  |
| SOWK 5813 | Social Work Seminar & Field Practicum II |  |  |  |  |

**VOLUNTEER EXPREIENCE RELATED TO SOCIAL WORK (including field experience)**

Briefly describe any experiences you have had as a volunteer in any type of human service organization.

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Briefly describe and give dates for your paid work experience.

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What skills / interests / hobbies / experience do you have which might be helpful in the field?

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Briefly discuss your special interests in regard to field placement in terms of age group, special populations, service settings, etc.

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Are there any placements or populations that would be problematic for you?

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While a criminal history does not necessarily eliminate you from participation in field placement, there are certain settings in which a criminal history check is required. Some agencies have internal rules that would preclude placement of students with a criminal history. Have you ever been found guilty of a crime or pled anything other than not guilty to a criminal charge, or do you have any criminal charges pending?

**YES or NO (please circle)**

If yes, please explain:

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**Possible Social Work Settings**

The following are brief descriptions of several different practice settings with which professional social workers are involved.

**Child Welfare/Advocacy/Adoptions**

Typical agencies include Children’s Protective Service, Big Brothers & Big Sisters, child advocacy centers, and adoption agencies. Primarily involved in protecting children from abuse and neglect, placing children, and providing supportive services.

**Mental Health**

Serves a variety of clients with issues of mental illness and/or mental retardation. Agencies might include places like MHMR, State Schools, residential centers, and some private psychiatric hospitals.

**Criminal Justice**

Involves working with offenders and victims engaged in the criminal justice system. Could include advocacy work with the courts, police departments, and the District Attorney’s office, as well as working with offenders in adult or juvenile probation.

**Medical Social Work**

Typically involves work in hospitals, hospice agencies, community health clinics, rehabilitation centers, or organizations that serve specialized populations such as Health Services of North Texas.

**Social Work in School Settings**

Both Communities in Schools programs (CIS) and local independent school districts employ social workers to provide direct services to students and their families.

**Aging**

Social workers provide direct care and family services to older Americans in a variety of settings.

***Note:*** ***Hot career path for social workers!!!***

**Domestic Violence**

Work could include case management in a shelter or outreach center, advocacy in the courts or prosecutor’s office, or work with children from violent families.

**The final decision regarding field placement is made by the social work faculty, taking into consideration the preferences of the student, the student’s educational needs, availability of sites, the quality of field instruction, and the acceptance of the student by the field instructor and agency. Your input is requested in order to appropriately match student interests, needs, and abilities with agency practice opportunities. If you have a particular agency you would like the faculty to consider, please identify it below under “Additional Comments”. Again, please remember that faculty makes the final placement decision.**

**Please indicate your priorities in field settings. Pick three and rank order them by preference.**

\_\_\_\_ Child Welfare/Advocacy

\_\_\_\_ Mental Health

\_\_\_\_ Criminal Justice

\_\_\_\_ Medical Social Work

\_\_\_\_ Substance Abuse

\_\_\_\_ Social Work in School settings

\_\_\_\_ Aging

\_\_\_\_ Domestic Violence

\_\_\_\_ General assistance with adults

**Geographical Preference**

Note: Not all settings are available in all areas. Let us know if geographical location is your primary concern.

\_\_\_\_ Dallas Area

\_\_\_\_ Tarrant County

\_\_\_\_ Denton Area

\_\_\_\_ Collin County

\_\_\_\_ Other (Specify:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

**Do you have any special needs** **or accommodations as outlined by ADA?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Additional Comments:** On the back of this page, please provide any additional information that will be helpful in assigning you to a practicum site.

**Official Agreement**

**For Social Work Students Entering Field Placement**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that participation in the field as a graduate practicum student requires adherence to certain professional standards. If accepted into the field practicum, I agree to:

1. Attend the required field orientation meeting conducted by the program, complete my application, and meet all deadlines required for interviewing and completing paperwork for the field placement in a timely manner.
2. Read, understand, and adhere to the Codes of Conduct/Ethics of the Texas State Board of Social Work Examiners and the National Association of Social Workers, the TWU-UNT field manual, and the Student Code of Conduct.
3. Follow all laws of the State of Texas and all other jurisdictions in which I might practice.
4. Review all agency policies and procedures within two weeks of beginning the practicum and to comply with agency policies and procedures while in the field.
5. Come fully prepared and participate actively in all scheduled meetings with the agency Field Instructor. I agree to meet at least weekly with the Field Instructor for supervision and notify the Field Instructor if I miss any supervision sessions. I understand that it is my responsibility to arrange supervision meetings with the Field Instructor.
6. Come fully prepared and participate actively in all practicum seminar classes. I understand that missing more than two classes in a 15-week semester or in the summer block may result in my failing the practicum.
7. Provide proof of insurance if using my vehicle for agency business.
8. Conduct myself in a professional manner at all times. This includes being punctual, reliable, and responsible in all field practicum assignments, as well as interacting in a professional manner with all clients and co-workers.
9. Negotiate a learning contract with my Field Instructor and submit it in writing to the practicum instructor by the third seminar meeting.
10. Attend all meetings and turn in all assignments related to the practicum and the seminar class as specified in the syllabus.
11. Inform the program and the field agency of current address, phone number, and e-mail at all times so that I may be reached.

I understand that failure to comply with this agreement might result in a failing grade for the practicum and that substantial violation of this agreement could result in dismissal from the program.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_