

**SOCIAL WORK FIELD PRACTICUM APPLICATION**

Semester Applying for: (Circle One) -----*SPRING* / *SUMMER* / *FALL*

NAME: \_\_\_\_\_ W#: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
INCLUDE CITY--STATE--ZIP

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

Email address: \_\_\_\_\_ Birth Date (Month/Day/Year): \_\_\_\_\_

**>>>INSTRUCTIONS:** Listed below are the SOCLWK courses taken to qualify for entering the Field Practicum. Fill out the Semester/Year and the Grade you received for the class.

**✓A CURRENT CATTRACKS DEGREE AUDIT MUST ACCOMPANY THIS APPLICATION WITH THE CLASSES TAKEN HIGHLIGHTED.(CATTRACKS IS FOUND ON YOUR STUDENT PORTAL)**

**✓My attached Degree Audit supports that I have met all the other requirements and have been accepted for admission into the Social Work Program as a major: ( ) Yes ( ) No (Check one)**

**✓List any and all classes that were required to be completed before being accepted into the Social Work Program. Your general education requirements should be completed before taking field classes. (See your admissions letter.) List classes on line below.**

→ \_\_\_\_\_

SOCLWK 3100Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

SOCLWK 3200Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

SOCLWK 3500Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

GERONT 3600 Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_  
or Equivalent \_\_\_\_\_ (Psychology or Sociology)

SOCLWK 3700Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

SOCLWK 3900Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

SOCLWK 3910Semester/Year Taken: \_\_\_\_\_ Grade: \_\_\_\_\_

**✓ What is your minor? \_\_\_\_\_ Double Major? If Yes in What? \_\_\_\_\_**

**✓Are you employed? ( ) Yes ( ) No If yes, where? \_\_\_\_\_**

**✓Are you bilingual? ( ) Yes ( ) No If yes, what language? \_\_\_\_\_**

**Specific areas of interest (Please list areas of interest that you would like to consider for your field placement):**

First choice: \_\_\_\_\_

Second choice: \_\_\_\_\_

Third choice: \_\_\_\_\_

Fourth choice: \_\_\_\_\_

Name of your Social Work Faculty Advisor: \_\_\_\_\_

**✓\_\_\_\_\_ I will abide by NASW’s Code of Ethics. I hereby give full informed consent to have the above information revealed to prospective field practicum supervisor(s).**

**✓\_\_\_\_\_ Please read and sign the attached “Statement of Behavioral Expectations and Readiness Form”**

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

**WEBER STATE UNIVERSITY  
DEPARTMENT OF SOCIAL WORK AND GERONTOLOGY  
OGDEN, UTAH**

**STATEMENT OF BEHAVIORAL EXPECTATIONS AND READINESS FOR THE FIELD**

The provision of social work services to clients requires a high level of professionalism. In addition, social work is a high stress profession. In order to successfully practice this profession, a social worker must not only possess expert skills and knowledge, but also abide by a set of ethical and behavioral expectations that safeguard the client, the agency, the sponsoring academic program, and the profession as a whole. Violations of these expectations can be detrimental to the student, the client, the agency, the WSU Social Work Program, and the profession. In addition, the Weber State University Social Work Program, the student, and cooperating community social service agencies may be held liable should a social work intern's behavior interfere with the delivery of quality professional services.

Therefore, prior to being placed in the field, you must assess your own readiness for this experience. If you have reservations or concerns about your readiness for the field, you should discuss them with the field director well in advance of beginning your practicum. Be advised that many agencies require a background check and/or drug testing. If there are criminal charges on your record or you are likely to test positive for drugs, it would be wise to discuss these issues with the field director early in the placement process.

When you are placed in a field agency, you are agreeing to the following expectations:

1. You will abide by the NASW Code of Ethics (a copy of the NASW Code of Ethics is available in the Social Work and Gerontology Department Office, in the Social Work Program Student Handbook, in the Social Work Program Field Manual, and at the following website: <http://www.socialworkers.org/pubs/code/code.asp>);
2. You will abide by the policies and procedures of the field agency where you are placed;
3. You will demonstrate professional demeanor in behavior as defined by your field agency;
4. You will demonstrate professional demeanor in dress/appearance as defined by your field agency;
5. You will demonstrate professional demeanor in communication as defined by your field agency;
6. If required by the agency, you will complete a qualifying background check and/or drug test;
7. You will arrive on time at your field agency for all appointments and meetings according to whatever schedule you work out with your field supervisor;
8. You will attend all training and staff meetings as required by your field agency;
9. At a minimum, you will meet with your field supervisor weekly (more often if requested or required by your field supervisor);
10. In addition to regularly scheduled meetings with your field supervisor, you will make appropriate use of supervision by consulting with this person regarding any questions or concerns related to your practicum experience;

11. In the event of conflict between you and a client or between you and a colleague, you will seek to resolve these issues directly and professionally, following an appropriate line of supervision (the person her/himself, the field supervisor, the WSU Social Work Program field director, the WSU Social Work Program department chair, the dean of the College of Social and Behavioral Sciences; the WSU due process officer);
12. Should problems arise between you and your field agency or between you and your field supervisor, you will immediately contact the WSU Social Work Program's field director for consultation;
13. You will be honest in completing and reporting your internship hours;
14. You will complete and submit on time all paperwork required by the agency and by the WSU Social Work Program;
15. You will not physically harm or assault clients or colleagues, or threaten or imply physical harm or assault;
16. You will maintain proper professional boundaries and will not enter into sexual, romantic, or otherwise personal or intimate relationships with any client, current or past;
17. You will maintain proper professional boundaries and will not enter into other "dual relationships" with any client (e.g., social, business, economic, etc.);
18. You will not engage in any practice beyond the scope of your professional training;
19. You will only use assessment tools and intervention techniques with your clients that are approved by your field agency;
20. You will demonstrate respect for clients and colleagues whose gender, sexual orientation, ethnicity, cultural background, and/or religion differ from your own;
21. You will demonstrate appropriate self-disclosure with clients and refrain from sharing personal information with clients that is irrelevant, exploitive, self-serving, potentially harmful, or in any way violates legal statutes, agency policies, or ethical standards;
22. You will not share clients' confidential information, except as appropriate in supervision or as required by law;
23. You will not use illegal drugs during the course of your field placement;
24. You will not use alcohol during the course of your field placement in a manner that impairs your ability to perform your duties (e.g., coming to the field agency drunk or hung-over, using alcohol during business hours);
25. You will not engage in any other activity that might impair your judgment while conducting your duties as an intern;
26. You will not commit any criminal offenses during the course of your field experience;

By signing this document, you certify that you have reviewed the NASW Code of Ethics and that you have read, understand, and agree to abide by the expectations outlined above. You also understand that any violation of these standards is grounds for removal from the field and possible dismissal from the Social Work Program.

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Practicum Student Signature

Date

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Field Director Signature

Date

cc: Student file