FORM A

BSW STUDENT APPLICATION FOR FIELD INSTRUCTION

AND STATEMENT OF UNDERSTANDING AND CONSENT

(The boxes will expand as you type)

|  |  |
| --- | --- |
| Date: |  |
| Student Name:  Pronouns: |  |
| University Email: |  |
| Local Address: |  |
| Local City, State, Zip: |  |
| Phone (Local/Cell): |  |
| Permanent Address: |  |
| Minor: |  |
| Total Credit Hours Earned to Date: |  |
| Current Overall GPA: |  |
| Social Work (Major) GPA: |  |
| **Describe the type of field placement/experiences you want.** | |
| **Describe the type of environment that makes it easiest for you to learn.** | |
| **Describe your goals and career plans.** | |
| **List any special qualifications (e.g., fluent in a language other than English, CPR certified).** | |
| **Identify any potential conflicts of interest that could compromise your ability to uphold social work values and ethics.** | |
| **Will you have a car?**  **Yes  No**    **Do you have a valid driver’s license?  Yes  No**  **Have you ever been convicted of a misdemeanor or felony?**  **Yes  No If yes, please explain.** | |

**Name, email and telephone number of three references:**

(One reference must be an ISU School of Social Work faculty member)

**Name Email Phone**

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If you have any questions, please contact Sona Chalian, Director of Field Education at (309) 438-3733

**PLEASE ATTACH YOUR RESUME**

**STATEMENT OF UNDERSTANDING AND CONSENT**

**Statement of Review of NASW Code of Ethics, BSW Program Student Handbook, and BSW Field Manual**

I have reviewed and agree to adhere to the NASW Code of Ethicsand policies outlined in the Illinois State University BSW Program Student Handbook and the BSW Practicum Manual. I understand my responsibilities and ethical commitments as a social work student at ISU and as a future professional social worker.

**Statement Regarding Academic Performance**

I understand I must meet the minimum GPA of 2.5 on a 4.0 scale for all courses taken at ISU. I understand I must earn a grade of a C or better in all required social work classes and I must pass, SWK 398.10 in order to proceed to the next semester. I understand that any incomplete grades must be resolved prior to entering the practicum. I understand that academic misconduct is unethical and includes but is not limited to plagiarism (copying others’ work and claiming it as your own, failing to use proper citations, cheating on tests and homework assignments and copying or purchasing papers from the internet or other sources)

**Statement of Commitment to Work Towards Professional Competence**

I understand that I must demonstrate minimal levels of effective performance when interacting with clients. I must provide evidence of following agency’s personnel practices, maturity, openness to differences, respect of learning, openness to learning and constructive feedback, complete all assigned tasks, self-reflection, and mastery toward the necessary skills for interpersonal helping.

**Statement Regarding Background Checks**

I am aware that required background checks may affect my future in social work. My signature indicates that I am fully aware I may be required to obtain a background check for criminal convictions, child abuse and neglect, and my driving record. These background checks may be required for my practicum and/or future employment. I understand that I may discuss any information with the Director of Field Education and will be advised about any implications of the information shared.

**Statement Regarding Release of Information to Potential Field Instructors, and/or Agency**

I understand the Director of Field Education will be contacting potential field instructors/agency in an effort to secure a placement on my behalf. I, therefore give the Director of Field Director permission to release pertinent and relevant information about me to potential practicum agencies and their representatives. This release will be valid up to nine months from the date this agreement is signed.

**Statement of Understanding of the Practicum Placement Process**

I understand that I must complete all the steps of the Field Placement Process by the designated dates provided by the Director of Field Education. I understand that failure to do so will jeopardize my placement in an agency for my practicum. I understand that I must complete 300 hours per semester in my placement over the course of two semesters.

I understand that I must complete all startup procedures as defined by my agency by May 7, 2021. This may include a physical examination and background check. I understand that I am responsible for covering the cost of any such tests or examinations.

My signature below indicates that I have read and concur with the above statements.

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| **SIGNATURES** | |
| Student: |  |
| Printed Name: |  |
| Director of Field Education or Graduate Assistant:  (Witness) |  |
| Date: |  |