

# University of Denver Graduate School of Social Work

## REQUEST FOR FIELD INTERNSHIP IN PLACE OF EMPLOYMENT

1. Student Name \_\_\_\_\_

Foundation Year  Concentration Year  Advanced Standing

Student's DU ID # \_\_\_\_\_ DU E-mail \_\_\_\_\_

Length of Employment \_\_\_\_\_

2. Agency Name \_\_\_\_\_

Agency Division/Unit/School \_\_\_\_\_

Agency Contact Phone \_\_\_\_\_

Agency Contact E-mail \_\_\_\_\_

Is the agency currently an approved GSSW Field Agency?  Yes  No

3. Student's present employment status and job description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

4. Type of assignment/work responsibilities student has currently: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

5. Type of new assignments student will be given for field practice arrangement:

\_\_\_\_\_  
\_\_\_\_\_

6. What will be the new or changing emphasis in the student's field internship?

\_\_\_\_\_  
\_\_\_\_\_

7. Student's field internship time will consist of \_\_\_\_\_ days per week, totaling \_\_\_\_\_ hours. How many of these field internship hours will be given from employment hours? \_\_\_\_\_.
8. For foundation and clinical practice concentration students, indicate how workload will be divided: approximately \_\_\_\_\_ cases, \_\_\_\_\_ families and/or \_\_\_\_\_ groups.

For community practice concentration students, indicate how workload will be divided between administrative and management tasks.

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9. Will student be able to meet with the Field Instructor for a minimum of 1 ½ hours for foundation students and/or 1 hour for concentration students each week?  
 Yes     No
10. Will student have adequate time for internship-related responsibilities?  
 Yes     No

**Signatures:**

Agency Executive Director \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Employment Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Field Instructor \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Student \_\_\_\_\_ Date \_\_\_\_\_

Director of Field Education \_\_\_\_\_ Date \_\_\_\_\_

Please return to: Director of Field Education  
 Field Education Office  
 University of Denver  
 Graduate School of Social Work  
 2148 S. High Street  
 Denver, CO 80208

For Field Office use only:  cc: student's academic advisor student's Field Liaison
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