

IMPORTANT DATES/INFORMATION FOR SOCIAL WORK FIELD EDUCATION STUDENTS

TO: Social Work Students with field placement
FROM: Field Education Office

April 11, 2008

Field Forum

1-3:30 at Union South

Students can learn about all the field units, speak with faculty and other students, ask questions and obtain information about field placements.

See Field Handbook in advance of this event at:

<http://socwork.wisc.edu/field/> and come prepared with questions!

Section II of the handbook will provide a great deal of helpful information about the units, which you can reference to complete the Student Field Unit Preference Forms. Those forms are available at the link above, or are located in the back of the Field Handbook.

April 25th, 2008

Field Unit Preference Forms are due from all students. Wisconsin

Caregiver Background check forms and payments (\$7.50) are due from new students only. All forms should be submitted to the Field Office, Room 318 Social Work Building, 1350 University Ave., Madison, WI 53706. Forms and additional information are available in Appendices C & D of the Field Handbook or at: <http://socwork.wisc.edu/field/> See Appendix C in the Field Handbook for instructions on **out of state background checks.**

April 11- April 25, 2008

Students obtain necessary information to complete paperwork. This may entail additional contacts with the field unit instructors.

May 16, 2008

Out of state 'background check' is due (see Appendix C of the Field Handbook for important instructions). For students residing outside the State of Wisconsin for more than three months of the prior three years, an out of state *criminal history report* is required.

End of May

Pending timely receipt of all forms due to the Field Office, students can anticipate notification of field unit assignments by the end of May.

Between 2nd & 3rd week of July

Registration for Field Unit

All students (incoming and continuing masters and undergraduate social work majors) will be permitted to register for field between the 2nd and 3rd week of July. If you are a new incoming student, you will receive your the date and time for registration by e-mail from the Registrars office/ (608) 262-3811. For continuing field education students, you will receive email notification regarding registration by the end of May.

Credits for field are:

Undergraduate level (400/401) = 5 credits

Graduate level (400/401) = 4 credits; (800/801)= 5 credits

August 27, 2008- a.m.

Fall Student MSW/BSW Student Orientation- Bio Tech Building

September 3, 5- all day

Fall Student Workshop- Union South

Topics covered: Interviewing, Cultural Competence, Sexual Harassment Safety and Security, National Association of Social Workers information.

Important: If you decide not to enroll in field for the upcoming academic year, please notify the field office as soon as possible- bgarmstrong@wisc.edu; (608) 263-4813; 318 SW building.

