

Student Field Placement Contract

All students are expected to follow all policies and procedures as outlined in the Field Manual. Prior to beginning a field placement, students are expected to sign the following contract indicating their understanding of and agreement to adhere to these policies and ethical standards.

As a student enrolled in a Field Education course, I agree to the following:

1. To consistently demonstrate professional and ethical conduct. This includes, but is not limited to, adhering to the NASW Code of Ethics and the College of Social Work Standards of Professional Conduct.
2. To comply with the policies, procedures, programs and operating standards of the organization to which I am assigned for placement, including timely completion of all documentation and disclosure of health status and/or legal history as required by the organization.
3. To initiate and engage in academic and professional social work development through active participation in field seminar (if required), weekly field supervision, and self-assessment of my academic and personal aptitude, knowledge, skills, performance and values.
4. To accept supervision and instruction by the organization representative(s) designated as my Field Instructor and/or Task Instructor (as applicable).
5. To secure authorization from my Field Instructor for use of any agency materials or records prior to using them in academic coursework.
6. To complete a Student Evaluation of Field Practice.
7. I understand I am responsible for reading, and following all field policies and procedures as stipulated in the BSSW or MSSW Field Manual. Prior to entering field, I will review the contents of the Field Manual, with special emphasis on the following:
 - a. Student's roles and responsibilities in the field practicum
 - b. Placement Process
 - c. Professional Conduct
 - d. Practicum Hours
 - e. Procedures for addressing placement concerns, termination, reassignment, and evaluation of student performance in field practice.

By signing, I agree to know and adhere to policies and procedures of the Field Program as outlined in the Field Manual. I understand as a field student I am expected to adhere to the values, ethics and standards of the social work profession.

Student Signature

Date