

UNIVERSITY OF OKLAHOMA SCHOOL OF SOCIAL WORK PRACTICUM PROGRAM
Undergraduate Practicum Calendar: 2009 - 2010

Jan 24 and Feb 5	Orientation: students MUST attend one of these two sessions
February 15-March 14	Practicum Applications accepted at the Practicum Office, Rhyne Hall.
March 14	Practicum Applications due at the School of Social Work
March-May	Interview with Practicum Coordinator or designee and at possible placement sites. Complete any other requirements of your agency. Medical sites nearly always have additional requirements
June 13	Student Placement Form and Practicum/Internship MOU (Attachment A) due at the School of Social Work.
June – August	Apply for Professional Malpractice Liability Insurance. STUDENTS MAY NOT BEGIN A PRACTICUM WITHOUT VERIFICATION OF MALPRACTICE INSURANCE ON FILE AT THE OUSSW.
August 24	Practicum begins this week. <u>Verification of Malpractice Liability Insurance due at the School of Social Work.</u> STUDENTS MAY NOT BEGIN A PRACTICUM WITHOUT VERIFICATION OF MALPRACTICE INSURANCE ON FILE AT THE OUSSW.
September 7	Labor Day; University closed. Students MAY NOT count this day as Practicum UNLESS their site requires student attendance
September 14	Teaching-Learning Agreements due in Practicum Office. Students who fail to submit a TLA by this date will have their placements suspended
Week of Oct 12 - 16	Mid-term evaluations and Cumulative time sheets due in Practicum Office
November 26 and 27	Thanksgiving break; University closed; students MAY NOT count either of these days for Practicum UNLESS their site requires their attendance either day
December 9	Last day of Practicum for fall semester
December 14	Final evaluations and Cumulative time sheets due in Practicum Office. Last day to submit weekly logs, and supervisory conference forms. Students MUST submit all required documentation or risk the grade of Unsatisfactory for this course
January 19	Spring semester begins and Practicum resumes
Week of Mar 8 - 12	Mid-term evaluations and Cumulative time sheets due in Practicum Office
March 15-19	Spring Break
May 5	Last day of Practicum
May 10	Final evaluations, Cumulative time sheets, and Student Evaluation of Practicum experience due in Practicum Office. Last day to submit weekly logs, supervisory conference forms. Student Evaluation of Faculty Liaison may also be submitted. Students who do not submit all required documents will not pass this course.
May 14-15	Commencement weekend