

**UNIVERSITY OF OKLAHOMA SCHOOL OF SOCIAL WORK PRACTICUM
PROGRAM**

Foundation Year Practicum Calendar: Summer 2009

Jan 24 and Feb 5	Orientation: students MUST attend one of these two sessions
February 15-28	Practicum Applications accepted at the Practicum Office, Rhyne Hall.
February 28	Practicum Applications due at the School of Social Work
February 28	EBPP proposals due at the School of Social Work
February-March	Interview with Practicum Coordinator or her designee and at possible placement sites. Apply for Professional Malpractice Liability Insurance. Complete any other requirements of your agency. Medical sites nearly always have additional requirements
April 15	Student Placement Form, Practicum/Internship MOU (Attachment A), and Verification of Professional Malpractice Liability Insurance due at the School of Social Work. Students who have not submitted insurance verification may not begin placement.
May 18	Practicum begins
May 18	Pre-practicum Skills Lab at the School of Social Work, Room 115. 8:30 AM – 12:00 PM
May 25	Memorial Day; University closed; students MAY NOT count this day for practicum UNLESS they are present at their site providing services.
June 8	Teaching-Learning Agreements due in Practicum Office. Students who do not submit their TLA's by this date will have their placements suspended until the document is received.
June 18	Practicum Lab at the School of Social Work, 9:00 AM – 12:00 PM, Room TBD
June 29	Mid-term evaluations and Cumulative Time sheets due in Practicum Office, Rhyne Hall
July 4	Fourth of July; University closed; students MAY NOT count this day for Practicum UNLESS they are present at their site providing services.
July 20	Practicum Lab at the School of Social Work, 2:30 PM – 4:30 PM Room TBD
August 12	Last official day of Practicum for foundation year summer students. Students may continue two additional days the following week if needed. Any additional time beyond those two days must be negotiated with Practicum Coordinator
August 14	Final evaluations, cumulative time sheets, and Student Evaluation of the Practicum due in Practicum Office. Last day to submit weekly logs and supervisory conference forms. Student Evaluation of Faculty Liaison may also be submitted. Students who do not submit all required documents risk earning a grade of Unsatisfactory for this course.