

**UNIVERSITY OF OKLAHOMA
ANNE & HENRY ZARROW SCHOOL OF SOCIAL WORK
PRACTICUM PROGRAM
Foundation Year Practicum Calendar: 2009-2010**

July 1 or July 6	Orientation: students MUST attend one of these two sessions
July 1 – July 20	Practicum Applications accepted at the Practicum Office, Rhyne Hall.
July 20	Practicum Applications due at the School of Social Work
July 20	EBPP proposals due at the School of Social Work
July and August	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
August 28	*Pre-practicum Labs, 9:00 am – 4:00 pm, Rhyne Hall Room 115 (5.5 practicum hours)
September 4	*Pre-practicum Labs, 8:30 am – 11:30 am, Rhyne Hall Room 115 (3 practicum hours)
September 18	*Pre-practicum Labs, 9:00 am – 4:00 pm, Rhyne Hall Room 115 (5.5 practicum hours) *Attendance is mandatory for all three sessions. Time counts toward practicum hours. (14 hours)
September 21	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.
September 21	Practicum begins
October 9	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.
Week of October 26 – 30	Mid-term evaluations and Cumulative Time sheets due in Practicum Office, Rhyne Hall
November 26 - 27	Thanksgiving break; University closed; students MAY NOT count this day for Practicum UNLESS their site requires their attendance either day.
December 9	Last day of Practicum for fall semester.
December 14	Final evaluations & cumulative time sheet due in Practicum Office. Last day to submit weekly logs and supervisory conference forms. Students MUST submit all required documents or risk earning a grade of Unsatisfactory for this course.
January 19	Spring semester begins and Practicum resumes
Week of March 8 - 12	Mid-term evaluations and Cumulative Time sheets due in Practicum Office, Rhyne Hall
March 15 – 19	Spring Break
May 5	Last day of Practicum
May 10	Final evaluations, cumulative time sheet, and Student evaluation of practicum due in Practicum Office. Last day to submit weekly logs and supervisory conference forms. Students MUST submit all required documents or risk earning a grade of Unsatisfactory for this course.
May 14 – 15	Commencement weekend