Revised 4/15/10

For office use only:	_____ Received Date

Department of Family Sciences
COUNSELING & DEVELOPMENT

FS 5894 INTERNSHIP 1 & 2 APPLICATION

Semester _____ 20___

Timeline for Submission: September 1 – October 15 for Spring semester
January 15 – February 1 for Summer semester
February 15 – April 1 for Fall semester

No applications will be accepted prior to or after these dates

It is the student's responsibility to find an approved site. Books with approved sites are located in the Family Sciences Office. If a student selects a site that is not approved, the faculty advisor can direct the student to the appropriate approval paperwork.

Name: _____ Student ID#_____

Address/City/State/Zip _____

Phone: Home:_____ Cell: _____ Email:_____

During each of their Internship courses of clinical experiences, students are required to complete a minimum of 300 logged hours – 120 hours are direct counseling of clients (a minimum of 20 group hours plus 100 individual hours). Hours for school counseling majors may include group guidance and parent consultation. The remaining 180 hours are "indirect" and include class time, and additional responsibilities related to the site (e.g., administrative, site supervision, orientation, research related to client issues, etc.). If a student fails to complete the required 300 hours, they must accumulate a minimum of 51% of each "category" of hours (i.e., minimum of 51 direct hours, 11 group hours, and 91 indirect hours), as well as meet the other course requirements in order to receive a "PR" (in progress) grade for the course.

Prerequisite Courses Completed:	**Semester**	**Grade**
1) FS 5364 Practicum	_____	_____
2) FS 5894 Internship 1 (if applicable)	_____	_____

NOTE: Any student submitting this application and not enrolling for the semester requested will be required to wait an additional semester beyond the one missed before he/she will be placed in an Internship section.

Students are expected to register for the applicable clinical course every semester without a disruption in this sequence (except summer internships for school counseling majors). If an emergency requires an interruption, students must write a letter to their assigned faculty advisor for presentation to the C&D faculty for a ruling. Failure to comply with this exception will require a student to wait an additional semester beyond the one missed before being placed in a clinical section.