PSY 4810 - Internship & Field Experience Agreement
EXAMPLE

The Internship and Field Experience class has three main goals:
1. learn about ways in which training in psychology can be put to use
2. relate field work to information learned in psychology classes and to career goals
3. develop useful psychological skills

This agreement is a statement of common expectations based on mutual respect between all parties involved: student, faculty, and community partner. Specific goals for each student should be created between the community partner, the student, and the course instructor (see next page).

Please note: The Psychology Department requires that one of the site supervisors has a relevant degree in Psychology or a related field (e.g., LCSW) if the placement is clinical (i.e., if the student will be involved in therapeutic settings). If the day-to-day supervisor does not have such a degree, we ask that a second supervisor cosign the contract and be available for any questions or issues the student might have, and for evaluating the student with the primary supervisor.

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Partner Organization: Awesome Place
Primary Site Supervisor: Mike Jones degree LCSW
Secondary Site Supervisor: Amanda Rodriguez degree PhD
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Hours per Week Agreed: ___ hours/wk for ____ total weeks
Dates: Beginning _____________________ Ending: _______________________

Agreement and Commitment

• University of Utah students agree to the following:
  o Maintain professional behavior and demeanor at all times.
  o Abide by the APA Ethics code and maintain confidentiality of agency clients at all times.
  o Maintain regular contact with agency supervisors (for training, guidance, signing off of hours’ logs, and other support or feedback).
  o Arrange alternatives with supervisor in case of schedule conflicts prior to scheduled service time (at least one week in advance).
  o Immediately notify supervisor and/or course instructor of any concern, problem, or incident that transpires during the field experience activity.

• The Site Supervisor agrees to facilitate student involvement and learning in the following ways:
  o Be familiar with the broad course goals and semester timeline.
  o Provide academically relevant service opportunities for university students.
  o Provide an orientation to the mission and goals of the organization.
  o Train and supervise the student, and meet regularly** to provide guidance and feedback.
  o Evaluate student performance and field experience partnership at the end of the semester.
Terms of Contract

During this field experience placement, the student intends to work toward the following goals, and participate in the following activities:

Goal 1: Learn about the population I am serving at my placement.

Specific activities:
1. Conduct a literature search and find 3 recent articles from professional academic journals that deal with the population or type of organization with which I am working at my placement (from the past 10 years).
   - The first article must review issues relevant to that population; The other two articles must cover aspects of that population which I find particularly interesting and/or relevant to my internship.
2. After approval from the instructor, read each article and write a 1-page summary of it.

Goal 2: Create bonds with the adolescents.

Specific activities: 1. Go to the group home at least once a week.
2. Talk with the teenagers and listen to them to learn about their interests.
3. Participate in some of their activities (e.g., sports, games, homework).

Goal 3: Learn about group therapy.

Specific activities: 1. Attend weekly group therapy sessions.
2. Observe and make notes
3. Talk with the therapist and ask any questions I have, after the session.

In completing these goals, the student intends to commit to __3__ hours per week for 12 weeks, for a total of ___36___ hours over the course of the semester. This time commitment entitles the student to ___1__ credit hours of field experience (PSY 4810) when all course requirements are fulfilled.

**The supervisor agrees to meet with the student at least once each month, to discuss progress on contract goals, give feedback, and answer any questions the student may have. These meetings will be held on the following dates and times:

1. February meeting: __February 17___________
2. March meeting: __March 16______________
3. April meeting: __April 14______________

Student: I take responsibility for the terms of this contract

Supervisor 1: I agree to supervise the above student in day-to-day volunteer work, to regularly meet with the student, and to provide an evaluation of the student’s performance based upon the terms of this contract.

Supervisor 2*: I agree to function as a secondary supervisor of the above student and to provide an evaluation of the student’s performance based upon the terms of this contract.

* If applicable

Course Instructor: I approve of the terms of this contract and agree to grant University credit upon its completion.