

2016-2017 Field Calendar

AUGUST 2016

- Monday, August 22 **BA** Field Orientation for new BA interns 2:00-4:00 PM [MCL 161]
- Monday, August 22 **Fall Instruction Begins, MSW2** Interns begin placement
- Wednesday, August 24 **BA** Interns report to Internship
- August 29 – September 21 **MSW2 & BA** Faculty Field Liaison visits to discuss student orientation to agency and learning agreement

SEPTEMBER 2016

- Thursday, September 1 **MSW1** Field Orientation for incoming MSW students, 9:00-11:00 AM [USU 312-314]
- Monday, September 5 **Labor Day - University Offices Closed (No Field Placement)**
- Tuesday, September 6 **MSW1** Students Report to Internship
- September 12-October 5 **MSW1** Faculty Field Liaison visits to discuss student orientation to agency and learning agreement
- Friday, September 23 **MSW2** Learning Agreement due, **BA** Learning Agreement due

OCTOBER 2016

- Friday, October 7 **MSW1** Learning Agreement due
- Monday, October 10 **MSW2** Mid-Term Evaluation due (approximately 150 completed hours).
- Wednesday, October 12 **BA** Mid-Term Evaluations due (approximately 105 completed hours).
- Thursday, October 27 **MSW1** Mid-Term Evaluations due (approximately 100 completed hours).

NOVEMBER 2016

- November 1 to December 2 Liaison site visits to discuss student progress, evaluation and termination.
- Friday, November 11 **Veterans' Day – University offices closed (No Field Placement)**
- November 23-25 **Thanksgiving Recess – University Office closed on 11/24 – 11/25**
(No Field Placement Thursday, November 24 or Friday, November 25, 2016)

DECEMBER 2016

- Wednesday, December 7 Last day of field placement for Fall semester (Students may attend internship through December 20 following their normal schedule to complete Fall semester hours. Extra hours must be approved in advance.)
- Friday, December 9 **BA** students Final Evaluations due (225 completed hours).
MSW1 Final Evaluations due (200 hours completed).
MSW2 Final Evaluations due (300 hours completed).
Note: Do not submit final evaluation until required hours are completed or a Credit grade cannot be assigned.
- Tuesday, December 20 **Fall semester ends**

Campus closed December 24th – January 1st – No Field hours for any students

Winter Break: January 2nd – January 13th – No field placement hours for undergraduate students except to make up hours with prior approval. Any graduate student hours must be approved in advance. A written winter hours plan must be submitted and approved by the Field Coordinator prior to the end of the Fall semester.

2016-2017 Field Calendar

JANUARY 2017

Monday, January 16	<i>Martin Luther King Jr. Holiday</i> – University offices closed. (No Field Placement)
Tuesday, January 17	Resume internship as scheduled
January 18 – February 15	Faculty Liaison Agency Visits. Assist student(s) and field instructor(s) in developing Learning Agreement.

FEBRUARY 2017

Friday, February, 17	BA, MSW1 & MSW2 Learning Agreements due
Monday, February 20	<i>Presidents' Day</i> – University offices closed. (No Field Placement)

MARCH 2017

Friday, March 10	BA Mid-Term Evaluations due (approximately 105 completed hours) MSW1 Mid-Term Evaluations due (Approximately 100 hours completed) MSW2 Mid-Term Evaluations due (Approximately 150 hours completed)
Friday, March 31	<i>Cesar Chavez Holiday</i> – University offices closed. (No Field Placement)

APRIL 2017

April 1 – April 30	Faculty liaison agency visits to discuss student progress and/or termination.
April 10 – April 14	Spring Recess - No classes but university offices remain open. Students may arrange to remain in field if approved in advance by field instructor and liaison. <i>No written plan is required.</i>

MAY 2017

Wednesday, May 10	Last day of field placement for Spring semester
Friday, May 12	BA students Final Evaluations due (225 completed hours). MSW1 Final Evaluations due (200 hours completed). MSW2 Final Evaluations due (300 hours completed). Note: Do not submit final evaluation until required hours are completed or a Credit grade cannot be assigned.
May 16-20	Final Examination week
Friday, May 20	<i>Spring semester ends.</i>

Spring Break April 10 – April 14, normal internship hours allowed provided Department Office/campus is open. Extra hours beyond the student's normal weekly schedule must be approved in advance by the Field Coordinator.