

2017-2018 Field Calendar

AUGUST 2017

Monday, August 21	BA Field Orientation for new BA interns	2:00-4:00 PM [ EE 191 ]
Tuesday, August 22	<b>Fall Instruction Begins</b>	
Wednesday, August 23	BA Interns report to Internship MSW2 Interns begin placement	
August 28 – September 20	MSW2 & BA Faculty Field Liaison visits to discuss student orientation to agency and learning agreement	
Thursday, August 31	MSW1 Field Orientation for incoming MSW students	9:00-11:00 AM [ USU 312-314 ]

SEPTEMBER 2017

Monday, September 4	<b>Labor Day - University Offices Closed (No Field Placement)</b>	
Tuesday, September 5	MSW1 Students Report to Internship	
September 11-October 6	MSW1 Faculty Field Liaison visits to discuss student orientation to agency and learning agreement	
Friday, September 22	MSW2 Learning Agreement due, BA Learning Agreement due	

OCTOBER 2017

Friday, October 6	MSW1 Learning Agreement due	
Wednesday, October 11	MSW2 Mid-Term Evaluation due (approximately 150 completed hours). BA Mid-Term Evaluations due (approximately 105 completed hours).	
Thursday, October 26	MSW1 Mid-Term Evaluations due (approximately 100 completed hours).	

NOVEMBER 2017

November 1 to December 1	Liaison site visits to discuss student progress, evaluation and termination.	
Friday, November 10	<b>Veterans' Day – University offices closed (No Field Placement)</b>	
November 22-24	<b>Thanksgiving Recess – University Office closed on 11/23 – 11/24 (No Field Placement Thursday, November 23 or Friday, November 24, 2017)</b>	

DECEMBER 2017

Wednesday, December 6	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.) <b>Final Evaluations due:</b> BA students Final Evaluations due (225 completed hours). MSW1 Final Evaluations due (200 hours completed). MSW2 Final Evaluations due (300 hours completed). <b>Note:</b> Do not submit final evaluation until required hours are completed or a Credit grade cannot be assigned.	
Wednesday, December 20	<b>Fall semester ends</b>	

**Campus closed December 22<sup>nd</sup> – January 1<sup>st</sup> – No Field hours for any students**

**Winter Break:** January 2<sup>nd</sup> – January 12<sup>th</sup> – 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.

## 2017-2018 Field Calendar

### JANUARY 2018

Monday, January 15	<i>Martin Luther King Jr. Holiday</i> – University offices closed. (No Field Placement)
Tuesday, January 16	Resume internship as scheduled
January 22 – February 15	Faculty Liaison Agency Visits. Assist student(s) and field instructor(s) in developing Learning Agreement.

### FEBRUARY 2018

Friday, February, 16	<b>BA, MSW1 &amp; MSW2</b> Learning Agreements due
Monday, February 19	<i>Presidents' Day</i> – University offices closed. (No Field Placement)

### MARCH 2018

Friday, March 9	<b>BA</b> Mid-Term Evaluations due (approximately 105 completed hours) <b>MSW1</b> Mid-Term Evaluations due (Approximately 100 hours completed) <b>MSW2</b> Mid-Term Evaluations due (Approximately 150 hours completed)
March 26 – March 29	<b>Spring Recess</b> - 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>
Friday, March 30	<i>Cesar Chavez Holiday</i> – University offices closed. (No Field Placement)

### APRIL 2018

April 2 – April 30	Faculty liaison agency visits to discuss student progress and/or termination.
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### MAY 2018

Wednesday, May 9	Last day of field placement for Spring semester. <b>Final evaluations due:</b> <b>BA</b> students Final Evaluations due (225 completed hours). <b>MSW1</b> Final Evaluations due (200 hours completed). <b>MSW2</b> Final Evaluations due (300 hours completed). <b>Note:</b> Do not submit final evaluation until required hours are completed or a Credit grade cannot be assigned.
May 14-17	Final Examination week
Friday, May 19	<i>Spring semester ends.</i>

Spring Break March 26 – March 29, normal internship hours allowed, but not required, provided Department Office/campus is open. Extra hours beyond the student's normal weekly schedule must be approved in advance by the Field Coordinator.