



WKU AGENCY/FIELD INSTRUCTOR APPLICATION
DEPARTMENT OF SOCIAL WORK
(Complete and Submit Only Once)

You are requested to complete the following profile to represent your professional credentials. This will assist the Department of Social Work in verifying your qualifications for field instruction. Thank you very much for your willingness to help educate future social workers.

NAME: EMAIL:

AGENCY:

ADDRESS:

PRIMARY PHONE: ALTERNATE PHONE:

SOCIAL WORK EDUCATION: DSW LCSW CSW MSW BSW

University/Degree: Graduation Date:

University/Degree: Graduation Date:

University/Degree: Graduation Date:

ARE YOU LICENSED? Yes No (If so,) State/License Number

ARE YOU EXEMPT? Yes No

Years of Experience Post-BSW: Years of Experience Post-MSW:

Your signature below affirms your intention to provide direct supervision for the social work students, and to fulfill the following:

- Participate in orientation and free CEU education offered by the faculty and online.
- Provide students with an orientation to your agency and its policies and procedures.
- Partner with student to develop a Learning Plan which reflects the learning opportunities and expectations of your agency/practice.
- Provide a minimum of **one hour per week of formal supervision** in order to provide the student with feedback and to act as a role model to help the student better understand the role of the professional social worker.
- Participate with the student and the field coordinator in evaluation of the student's performance in the practicum.
- Submit materials upon request-learning contract, field logs, evaluations, etc.
- Notify the field coordinator of any questions or potential problems as they become evident.

Signature: _____ Date: _____

Please send this form and a copy of your resume and transcript/or license to:

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