

Process for Agency's to be Approved as a Practicum Site

Step 1:

The agency completes the CU Practicum Agency Profile Form and submits it to the Social Work Practicum Director.

Step 2:

When an agency application is received by the Social Work Practicum Director or his/her selected representative, it will be reviewed. To be approved, their submitted profile form and additional information will be assessed and reviewed for services offered, agency goals and objectives, agency status, etc.

Step 3:

Once approved, the agency and student will be notified. The required agency orientation, videos, and a post-test are on the website.

Step 4:

The Agency Agreement will be emailed to the responsible administrator for signature and is to be returned to the Social Work Practicum Director. The Practicum Instructor Data Form will be sent to the selected employee for completion and should be returned with their resume (via email).