

Placement Information Form

Instructions

This form is designed to provide information about departments and programs interested in offering placements to practicum and internship students. Copies of this form will be kept on file for students to review when seeking placements. Please answer all items and feel free to include any additional information that you think is important.

Placement Name: _____

Location: _____

Phone: _____ -- _____ -- _____

Contact Person: _____

Title: _____

Phone: _____

Please provide a description of the services provided and the students served by your office or program:

Please indicate the qualification you would like students to have.

Majors acceptable:

Prior experience:

Other qualifications required:

Briefly describe learning opportunities, responsibilities, and expectations for students at your placement site:

Please indicate what days and times are available for students to be at your placement. If you require that students be present on certain days or times, please indicate those times: