

Practicum/Internship Selection Checklist

This checklist is designed to help students and supervisors select placements that will best meet the intern's educational and training needs.

Previous Field Experience

List any previous field experience you have had.

Academic classes or skills training

List any coursework or skills training that would be relevant to a practicum/internship (e.g. Leadership in Higher Education, College Student Development, American Higher Education) .

Time

Carefully considering the requirements for your program and the various other commitments in your life, how much time can you realistically allocate to this placement each week? Please be specific about days and times you will or will not be available.

Settings

What setting would best match your abilities and interests at this time?

Indicate any prior course work or experience relating to such settings.

Students Served

What types of students (e.g., ages, ethnic or cultural, learning disabled) are you most interested in working with as this point in your training?

Indicate any prior courses, training, or experience working with this group.

Learning Opportunities

What sorts of learning opportunities do you hope to have at your practicum/internship and what level of involvement and responsibility would you like?

Supervision Style and Personality

What personal qualities of a supervisor do you think you would work with best?

What personal styles might challenge you but help you learn?

Career Plans

What experiences will be most useful in helping your candidacy for a job or academic admission?

Safety and Risk

List any concerns you might have about the limits of your abilities or knowledge.

Identify any concerns or questions you have about your personal safety or risks relating to placements.

Other Comments

Please identify or discuss any issues that you have not had the opportunity to address above.