



San Diego Unified School District

Counseling and Guidance Department
4350 Mt. Everest Blvd. San Diego, CA 92117

(858) 503-3180
Fax: (858) 573-8898

If you would like to supervise a fieldwork student please return this form to C&G via fax, mail, or email to Elaine Sampson esampson@sandi.net

Application for Supervising a School Counseling Fieldwork Student

Name: _____ Today's Date: _____

Position and Major Responsibilities: _____

School(s) and Days Present at Site(s):

School Phone:

E-Mail: _____

Are you currently supervising a fieldwork student?

Yes___ Name of student _____ Duration of Placement _____

No, but I would like one _____ I would like the assignment to begin on _____

Terms and Conditions

In accepting a fieldwork student, I agree to the following:

- I will provide a minimum of 1 hour per week direct supervision of the fieldwork student.
- I will attend an in-service on new CCTC regulations.
- I will co-facilitate a counseling group and guidance lesson with the fieldwork student.
- I will provide the fieldwork student with an opportunity to experience a comprehensive school counseling program based on the National Model of School Counseling.
- I am a member of a professional counseling organization CASC___ ASCA___ Other _____
- I have had a minimum of two full years of counseling experience.

Counselor's Signature

Procedure for SDUSD School Counselors to Obtain a School Counseling Fieldwork Student

- ❖ All interested fieldwork students need to fill out an application and contact Fieldwork Placement Coordinator **BEFORE** making contact with individual school counselors or school sites. Applications are available on the Counseling and Guidance Department site on sandi.net.
- ❖ All site counselors interested in supervising a fieldwork student need to fill out an application **BEFORE** accepting a student. By signing an application, you are agreeing to the terms and conditions for eligibility. Applications are available on the Counseling and Guidance Department site on sandi.net.
- ❖ Requests for individual school counselors, fieldwork students, universities, or schools can be made. Counseling and Guidance will do our best to fulfill these requests.
- ❖ Counselors interested in being site supervisors must obtain permission from their site administrators to attend the training and for each subsequent term of supervision.
- ❖ Beginning Fall 2005, all site counselors interested in supervising a fieldwork student need to have attended a site supervisor in-service, conducted by SDUSD Counseling and Guidance Department, in conjunction with the local universities. Supervising a school counseling fieldwork student is a valuable experience and encouraged by the department. In-service will be offered at least twice a year. If you have not attended a supervisor in-service, please contact the Fieldwork Placement Coordinator.
- ❖ Fieldwork students will be given names of site supervisors to contact based upon grade level and experience needed.
- ❖ Once initial contact by the fieldwork student has been made, you are encouraged to interview the student to see if your site is a mutual match for the student.
- ❖ In the preliminary interview, find out what the fieldwork student expects from working with you and be honest about the experiences you can realistically provide.
- ❖ If the placement is a match, please be sure to let the Fieldwork Placement Coordinator at Counseling and Guidance know the name of the fieldwork student and the length of time that student will be working with you.
- ❖ Please note that the fieldwork student should have fingerprint clearance and a negative TB test (University and SDUSD requirements) before working on your campus. You may ask the student for this information, or request it from the University Supervisor if you desire. Fieldwork students also need to wear a district issued photo id badge that states they are a School Counseling Fieldwork Student while working on your campus. This badge is obtained at SDUSD School Police Department.

Fieldwork Placement Coordinator for 2008-2009: Earlene Dunbar
Please contact Elaine Sampson in the Counseling & Guidance Department if you have any further questions. 858-503-3179 or esampson@sandi.net