

FIELD PLACEMENT FORM

SMITH COLLEGE SCHOOL FOR SOCIAL WORK

(submit with your application materials)

If you are applying for Advanced Standing, do not fill out this form. Please contact the Office of Admission (413-585-7960 or sswadm@email.smith.edu) for the appropriate form.

Applicants are admitted with the understanding that they will accept the field placement assignments made by the School. Assignments are made on the basis of our understanding of the suitability of learning opportunities offered for each individual and available field placements. To assist the Field Work Placement Committee in determining the most suitable learning experiences for your first-year field placement, please complete and return this form along with your admission application: **Smith College, School for Social Work, Office of Admission, Lilly Hall Northampton, MA 01063**, by email to sswapp@email.smith.edu, or by fax to (413) 585-7990.

Please type or print all information clearly.

Full Legal Name: _____ Date of Birth: _____

Current Address

Address: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Temporary Address

Please contact the Office of Admission if your address changes between now and the start of classes in June at 413-585-7960 or by email at sswadm@email.smith.edu.

I can be contacted at the following temporary address from _____ to _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Important Notice

Field agencies often request letters of reference from interns. Please check below to authorize us to forward your admission application letters of reference if requested.

I authorize Smith College to release my letters of reference to my field placement agency if requested.

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Employment/Volunteer History

Name of last employer or volunteer organization: _____

Dates: _____ to _____

Please provide a brief description of experiences and responsibilities:

Please list any relevant skills developed through previous experience:

Particular areas of interest for future training/experience:

Please note any other information you consider educationally relevant to your field work assignment

SMITH COLLEGE SCHOOL FOR SOCIAL WORK • LILLY HALL • NORTHAMPTON, MA 01063

Office of Admission
(413) 585-7960
sswadm@email.smith.edu

Office of Financial Aid
(413) 585-7986
sswfa@email.smith.edu

Office of Field Work
(413) 585-7965
sswfield@email.smith.edu

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Field Placement Preferences

While geographic preferences cannot be guaranteed, the Field Placement Committee will, to the extent possible, take into consideration your geographic preferences and personal circumstances. Please list your top 4 geographic areas (not specific cities). Make your selections from the attached list. Because listing fewer than 4 areas gives insufficient information to the field placement committee, ***incomplete forms will be returned.***

Please note that all internships are 30 hrs/week, to be completed over either 4 or 5 days. Attach additional pages if necessary.

First choice	Second choice
Third choice	Fourth choice

Other Information

Are you fluent in any language(s) in addition to English? Yes No

If so, which one(s) do you speak? _____

Would you be interested in a placement that would make use of this language? Yes No

Do you have a driver's license? Yes No

Will you have a car available during field placement? Yes No (Many field placements require a car.)

Do you anticipate the need to work during your field placement? Yes No For how many hours? _____

The School's policy is to make placements on the basis of educational goals; however, when possible, personal circumstances will be taken into consideration. List any personal circumstances which you feel the Field Placement Committee should consider when making geographic assignments.

Are you aware of any potential conflict of interest that you might have with any of our affiliated training sites, particularly regarding previous treatment experiences and/or employment of self, family or significant others? If so, please identify the agency name here:

Do you have any physical condition or other documented medical or learning needs you wish us to take into account in selecting a field placement setting? (Your answer to this question is optional, but it should be understood that the School cannot be held responsible for special needs unless those needs have been identified prior to the placement process.)

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GEOGRAPHIC DISTRIBUTION OF AFFILIATED TRAINING CENTERS

(As planning for the 09-10 affiliation roster is still in process, applicants are encouraged to contact the Admission Office after Dec. 1 for updated information.)

Canada (Toronto) (*For Canadian citizens only*)

Northern California (Bay Area)

Southern California (Los Angeles Area)

Colorado (Denver, Boulder)

Connecticut (Danbury, Hartford, New Haven)

Georgia (Atlanta Area)

Illinois (Chicago Area)

Maine (Portland, Augusta)

Eastern Massachusetts

Central & Western Massachusetts

New Hampshire (Portsmouth, Lebanon area)

New Mexico (Albuquerque)

New York City Area (includes Westchester County)

New York State (Albany and Poughkeepsie*)

North Carolina (Durham)

Ohio (Cleveland, Cincinnati)

Pennsylvania (Philadelphia)

Rhode Island (Providence)

Texas (Houston and San Antonio)

Vermont (Brattleboro, White River Junction, Burlington)

Virginia (Charlottesville)*

Washington, DC Area (includes Baltimore, MD, Northern VA)

Washington State (Seattle)

*This area ordinarily has placements only for second year or advanced standing students.

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