## Key Field Internship Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Day of Field Internship</td>
<td>September 6, 2016</td>
</tr>
<tr>
<td>Thanksgiving Break</td>
<td>November 24 and 25, 2016</td>
</tr>
<tr>
<td>Winter Vacation</td>
<td>December 19, 2016 through January 1, 2017</td>
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<tr>
<td>Martin Luther King Day (observed)</td>
<td>January 16, 2017</td>
</tr>
<tr>
<td>Last Day of Field Internship</td>
<td>April 28, 2017</td>
</tr>
<tr>
<td>Annual Field Conference</td>
<td>July 21, 2017</td>
</tr>
<tr>
<td>Professional Education Seminars (optional)</td>
<td>July 19-20 and 22, 2017</td>
</tr>
</tbody>
</table>

## Assignment Due Dates

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Date Due</th>
<th>Send To*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervisor's Interim Progress Report</td>
<td>October 7, 2016</td>
<td>Field Education Department</td>
</tr>
<tr>
<td>FFA first visit period</td>
<td>Mid-October through late November</td>
<td>Coordinate with student and faculty field adviser</td>
</tr>
<tr>
<td>Supervisor's Mid-year Evaluation of Student</td>
<td>December 12, 2016</td>
<td>Field Education Department</td>
</tr>
<tr>
<td>FFA second visit period</td>
<td>Mid-February through mid-March</td>
<td>Coordinate with student and faculty field adviser</td>
</tr>
<tr>
<td>Supervisors' Final Evaluation of Student</td>
<td>April 21, 2017</td>
<td>Field Education Department</td>
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</tbody>
</table>

We are happy to accept copies of reports and evaluations with electronic signature via email at sswfield@smith.edu, or, by US Postal Service:

Attn: Field Education Department  
Smith College School for Social Work  
Lilly Hall  
Northampton, MA  
01063

Please note that the Interim Progress Report and evaluation forms can be found online on our Information for Field Affiliates and FFAs page (https://www.smith.edu/ssw/field-affiliates).