

USC | School of Social Work

Field Education Calendar Fall 2009

DATE	EVENT
June – August	Foundation & Concentration students make pre-placement telephone and/or placement visits
August 11	10:00 a.m. – 2:00 p.m. CalSWEC Mental Health Orientation @ University Park Campus * Note: Only required for CalSWEC Mental Health stipend awardees
August 12	5:00 – 7:00 p.m. Skirball Summer Welcome
August 12 & 13	9:00 a.m. – 2:00 pm. @ Child Welfare Center CalSWEC PCW/IUC Summer Institute * Note: Only required for CalSWEC Public Child Welfare and IUC stipend awardees
August 14	9:00 a.m. – 2:00 p.m. @ University Park Campus CalSWEC PCW/IUC Student Orientation * Note: Only required for CalSWEC Public Child Welfare and IUC stipend awardees
August TBD	10:00 a.m. – 3:00 p.m. Evidence Based Practice Field Unit Orientation
August 15	11:00 a.m. – 2:00 p.m. Orange County Academic Center Summer Welcome
August 18 – 22	Foundation Year Student Orientation Week (See schedule online)
August 24	<u>University Park Campus ONLY</u> Foundation Year Field Orientation - All students entering Field 9:00 a.m. to 12:00 p.m. Raddisson Hotel

USC | School of Social Work

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August 24	Classes begin at Skirball Academic Center
August 25	<p><u>Skirball Academic Center ONLY</u></p> <p>Foundation Year Field Orientation - All students entering Field 2:00 p.m. - 5:00 p.m. Skirball Academic Center</p>
August 25	Classes begin at University Park Ccampus and Orange County Academic Center
August 28	Concentration Immersion
August 29	<p><u>San Diego Academic Center ONLY</u></p> <p>Foundation Year Field Orientation – All students entering Field 10:00 a.m. – 1:00 p.m. San Diego Academic Center</p>
August 31	<p><u>Orange County Academic Center ONLY</u></p> <p>Foundation Year Field Orientation – All students entering Field 9:30 a.m. – 1:00 p.m. Orange County Academic Center</p>
August 31	<p>New Field Instructor Class Begins at UPC Note: This class is for Field Instructors only, students need not attend.</p> <p>Class Schedule: UPC 8/31, 9/11, 9/25, 10/9, 10/23, 11/6, 11/20, 12/4 9:00 – 11:00 a.m.</p>
September 1, 2009 – February 2, 2010	<p>New Field Instructor Class Begins at OCAC Note: This class is for Field Instructors only, students need not attend.</p> <p>Class Schedule: OCAC September 1, First class (lunch provided) 11:00 a.m. – 4:00 p.m.</p> <p>10/6/09, 11/3/09, 12/1/09, 2/2/2010 1:00 – 4:00 p.m.</p>

USC | School of Social Work

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September 4	CalSWEC Field Instructor's Meeting 10:00 a.m. – 12:00 p.m. Note: This class is for Field Instructors only, students need not attend.
September 7	Labor Day (University Holiday)
September 9	<u>Field Instruction Begins</u>
September 11	Last day to add classes, or drop a class <u>without</u> a mark of "W"
October – December	Fall Liaison Visits (Student: Make an appointment with your Liaison on campus before he/she visits you at your agency. Submit one process recording to Liaison <u>at least one week</u> prior to the scheduled visit.) (Process Recording Logs Reviewed)
October 16	Learning Agreements due to field liaisons.
October TBD	Big Blue Bus Tour <i>Students placed in Westside agencies only</i>
November 13	Last day to drop a class <u>with</u> a mark of "W"
November 26 – 28	Thanksgiving (University Holiday) No Field
December 4	Last day of classes
December 9	Mid-Year Evaluations due to UPC/OCAC/SAC/SDAC (Original - retain copy for final evaluation.) Evaluations <u>must</u> be read and signed by both Student and Field Instructor prior to submission to School.

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	<p>Foundation Year students must complete a minimum of <u>232 hours</u>. Concentration Year students must complete a minimum of <u>276 hours</u>.</p> <p>Please send LA evaluations to Kimberly Ross at the University Park Campus.</p> <p>Please send Skirball evaluations to Carmen Chavez Program Assistant SAC – (c/o Kimberly Kim 2701 N. Sepulveda Blvd. LA, California 90049).</p> <p>Please send Orange County Academic Center evaluations to Pancy Holtsberg at the Orange County Academic Center.</p> <p>Please send San Diego Academic Center evaluations to TBD at the San Diego Academic Center.</p>
December 11	Field Instruction Ends
December 17 – January 10	Winter Recess

*Note: You must contact your Field Instructor/Agency and notify them of any absences or tardiness to field. All students may take a total of **eight hours** sick leave per semester; this time is excused. Any additional days missed other than those listed as university holidays must be made up by the student.

Notable upcoming dates:

January 4 th	Field begins
January 11 th	Classes begin
January 18 th	Martin Luther King Birthday (University Holiday) - No Field
February 15 th	President’s Day (University Holiday) – No Field
March 3 rd	CalSWEC PCW Job Fair
March 15 th – 20 th	Spring Break – <u>Field Continues</u>
April 30 th	Classes end – Evaluations Due