

B.S.W., School of Social Work, Undergraduate Studies
Student Practicum Agreement



The Practicum Student agrees to:

- (a) Maintain registered student status at York University and enroll in **both** SOWK 4000 & 4001 for the appropriate terms;
- (b) Adhere to the University Student Code of Conduct during the placement;
- (c) Attend the 4 integrative seminars facilitated by the student’s faculty advisor;
- (d) Adhere to the Social Work Code of Ethics espoused by the Canadian Association of Social Workers;
- (e) Act in accordance with the Practicum Centre’s regulations, rules, policies and procedures including appropriate Provincial Acts as they apply to the Practicum Centre, including but not limited to confidentiality and privacy;
- (f) Obtain all immunizations and tests (including a police record check) if required by the Practicum Centre before commencing the practicum placement;
- (g) Meet with representative(s) of the Practicum Centre to arrange, before or at the beginning of the practicum placement, the nature of the practicum experience including hours, days, responsibilities, and meeting schedule with their field instructor;
- (h) Complete and sign the Student Declaration of Understanding and BSW Student Agreement (this form) and submit it to the Field Office by the 2nd week of their placement;
- (i) Complete, with their field instructor or practicum representative, the Safety Orientation Checklist, on the first day of placement and submit it to the Field Office by the 2nd week of their placement;
- (j) Submit online their Learning Contract, including learning objectives, to the Faculty Advisor early in the practicum experience (normally by the 3rd week);
- (k) Arrange for a mid-point and final evaluation meeting with their Field Instructor and complete the forms online.
- (l) Input log of hours online and submit for Field Instructor approval at Midpoint and Final Evaluation.
- (m) The practicum student has made themselves aware of the School of Social Work BSW Student Professional Behaviour Policy and understands that breaches of professional behaviour may result in withdrawal from the BSW program;
- (n) Student will read the Practicum Manual and abide by set out policies re: placement breakdown process and placement failure

Behaviour that may result in withdrawal from the BSW program

A student may be withdrawn from the BSW program if he or she:

1. Commits any breach of the CASW Code of Ethics, the Ontario College of Social Workers and Social Service Workers Standards of Practice, and/or any York University Policy that relates to student behaviour, such as the York University Student Code of Conduct or the Senate Policy on Academic Honesty that would engage the behavioural and ethical standards of the profession;
2. Engages in any proscribed behaviour in a practicum agency as detailed in the School of Social Work’s Practicum Manual;
3. Acquires a criminal conviction after being admitted to the program (or which was acquired prior to admission but became known only after having been admitted to the program) which jeopardizes the student’s ability to gain registration as a social worker; or
4. Engages in behaviour that impairs the performance of professional responsibilities.

I, _____ (name of the **Practicum Student, please print**), agree to fulfill the obligations listed above as a condition of my practicum placement at _____ (name of **Practicum Centre, please print**).

Program (check one):

Direct Entry A (Admitted from High School) Direct Entry B (Admitted from College) Post Degree

Students must be in placement for **FULL** days (the agency’s full working day).

of Days per Week at Placement: _____

Please Check the Days at Placement:						
Mon	Tues	Wed	Thurs	Fri	Sat	Sun

 Witness/Field Instructor

 Signature of the Practicum Student

 Date

 Date

Please complete this form and return as soon as possible to the School of Social Work at S875 Ross Building or fax to 416-650-3861, attention: Field Education Program Assistant.