

OUT OF TOWN FIELD PLACEMENTS

School of Social Work, McMaster University

The School of Social Work arranges potential field placements for students. The placements are chosen because of their educational value, their congruence with the school's philosophy, and the field instructor's qualifications. The placements offered to students are known to the school and meet the School's educational requirements for a field placement setting. Usually these placements are located within the greater Hamilton area or within an hour's commute from Hamilton.

The school recognizes that there are times when accepting a placement that has been arranged by the school may cause undue hardship for a student. It also recognizes that there are times when a student's learning will be enhanced by locating her/himself in a new or different cultural context. Therefore, in exceptional circumstances, a student may request, in writing, an out of town placement.

Requests for out of town placements will fall into two categories: placements in settings within commuting distance to McMaster and placements in a country, province or in a community that is located beyond commuting distance to McMaster.

For any request to be considered, the placement must meet the School's educational standards, placement requirements and course objectives. Additionally, the school must have sufficient resources (faculty, administrative and financial) to approve, monitor and support the placement.

1. Placements in settings within commuting distance to McMaster.

Criteria for consideration:

- the placement meets the School's requirements for a field placement
- normally, the student will have successfully completed SW 3D06 / 3DD6
- the student is available for and committed to attending the integrative seminar
- the student must be experiencing exceptional circumstances that make it difficult to complete a placement provided by the school
- the seminar leader is in agreement with the placement and willing to arrange for mid-term, final and ad hoc conferences.

2. Placements in another country, province or in communities beyond a day's commute to McMaster.

Criteria for consideration:

- the placement meets the School's requirements for a field placement
- the student will have completed SW 3D06 / 3DD6
- the student has sufficient financial resources to cover costs
- the student and field instructor will have regular contact with a school of social work within

the host country, province or community or with a faculty member from McMaster School of Social Work

- arrangements will be made to insure that the educational objectives of the integrative seminar (SW 4D06) will be met by a school of social work in the host country and/or McMaster
- normally, the placement will be a block placement

When applying for an out of town placement, a student should attend to the above criteria and submit a letter to the Field Coordinator including the following:

- their name and address
- the name, address and phone number of the agency
- the name of the contact person
- the name of the potential field instructor
- a brief description of the placement
- the reasons why the request is being made
- a copy of their learning objectives
- a copy of their third level evaluation.

Approved by Council April 23, 2001