

**KENTUCKY STATE UNIVERSITY  
SOCIAL WORK PROGRAM  
STUDENT CONTRACT FOR FIELD PLACEMENT**

1. I agree to spend a minimum of 16 hours weekly at \_\_\_\_\_ beginning \_\_\_\_\_.  
(Agency name)
2. I understand that in the course of my work I have access to confidential information and that I am required to keep this information confidential and will not disclose any such information unless authorized to do so by the Agency Field supervisor.
3. I agree to contact my Agency supervisor to discuss any absences and to make up those hours if necessary in order to complete the 200 hours per semester.
4. I agree to attend and participate in all Seminars and turn in written assignments timely.
5. I agree to treat my field placement in a responsible manner and be open to supervision.
6. I agree to participate during the mid-term and final agency evaluation. I understand that the University field education director will assign my final grade. The grade will be determined with input from the agency field supervisor regarding agency work, evaluation of course assignments, adherence to NASW *Code of Ethics*, and my demonstrated ability to work within the role of a student intern in field placement.
7. Other agreements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following is my weekly schedule of hours:

MONDAY\_\_\_\_\_TUESDAY\_\_\_\_\_WEDNESDAY\_\_\_\_\_  
THURSDAY\_\_\_\_\_FRIDAY\_\_\_\_\_SATURDAY\_\_\_\_\_  
SUNDAY\_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency Supervisor Signature

\_\_\_\_\_  
Date

Original to KYSU/copies to agency and student