

STATEMENT OF APPROVAL FOR ENROLLMENT IN
PSYCH 495, PSYCHOLOGY PRACTICUM

Student _____ No. Credits _____ Semester/Yr. _____ / _____

ID # _____ email _____

Enrollment in PSYCH 495 (PSYCHOLOGY PRACTICUM) is by permission of the Department of Psychology. Students must complete the process outlined below, obtain the required signatures and file this form together with a plan of study in order to request permission for enrollment. The form must be submitted to Dr. Richard Carlson, Department of Psychology, Penn State University, 445 Moore Building, University Park, PA 16802.

STATEMENT OF GOALS OF STUDENT PLACEMENT

It is the goal of external placements to give students theoretical, research and/or clinical and field experiences that enhance the current program in psychology. Although each placement may offer unique opportunities and requirements,

I. EACH STUDENT ENROLLED IN PRACTICA WILL:

1. Have a faculty advisor at Penn State for the practicum.
2. Have a supervisor at the placement site.
3. Develop with the faculty advisor, agency supervisor, and Internship Coordinator a written plan for study that includes an academic component (see section II). This plan is signed by the advisor, supervisor and Coordinator.
4. Remain in regular contact with the faculty advisor during the placement.
5. Notify the faculty advisor if significant changes in the approved plan of study are proposed, with written approval signed by those who signed the original plan (see I. 3).

II. UNDERGRADUATE INTERNSHIP ACADEMIC COMPONENT

1. All internships require an academic component in addition to on-site activities. This component typically involves assignments from an appropriate reading list and a final written product or assignment due at the end of the semester.
2. The reading list and written product/assignment should be developed in consultation with the agency supervisor and faculty advisor. A final "plan of study" must be approved by the Internship Coordinator.
3. The reading list should reflect the content area of the internship and be tailored to provide scientific (theory and research) and applied information on the student's activities and internship goals (example lists available on the departmental website).
4. Examples include:
 - a. Texts on focal internship topics (e.g., depression, behavior therapy, dementia, personnel selection, etc.).
 - b. Research articles and chapters on focal internship topics.
 - c. Applied articles and chapters on focal internship topics.
 - d. Internship Agency/Site literature on focal internship topics.
5. Reading lists should include adequate material to outline weekly or bi-weekly reading assignments.
6. For most internships, reading lists should reflect a diversity of sources.
7. The plan of study should include written components reflecting periodic progress (for example, journal entries) and a final, more integrative product (for example, a term paper). The scope of the written products should reflect the number of credits the student receives. The specific written products should be developed in consultation with the faculty advisor and supervisor and described in the academic plan.

8. The written product/assignment must be turned into the faculty advisor by the end of the semester.
9. All standard academic integrity criteria and policies apply to written products for the practicum.

III. THE PENNSYLVANIA STATE UNIVERSITY DEPARTMENT OF PSYCHOLOGY shall:

1. Maintain a statement of the current curriculum and course objectives of the students placed at the agency (the plan developed in I.3 above).
2. Indemnify and hold harmless, the practicum agency, its officers, directors, agents and employees from and against any and all claims demands and liabilities for personal injuries, deaths or damage to property arising out of any act or omission of any employee.

IV. By this approval form, THE PENNSYLVANIA STATE UNIVERSITY DEPARTMENT OF PSYCHOLOGY shall:

1. Advise students of their responsibility to purchase professional liability insurance and to provide evidence of the same to the practicum agency prior to the start of their practicum training.
2. Advise students that they must check with the practicum agency about health requirements and physical examinations prior to the beginning of the practicum.
3. Advise students that they are responsible for the costs of their health care including Emergency treatment for any accident sustained during their placement.
4. Advise students of their responsibility to comply with the rules and regulations of the agency.
5. Advise students of their responsibility to respect the confidential nature of all information which they may obtain during the course of their student placement at the agency.

I have read the Statement of Goals and I understand my responsibilities as outlined in the Statement of Goals and in Section III above.

_____/_____
Student Signature/Date

We have met with the student and approve the details of his/her placement program, which are attached.

_____/_____
Signature of Agency Supervisor/Date

_____/_____
Signature of Penn State Faculty Advisor (if different from Internship Coordinator) for Practicum/Date

_____/_____
Signature of Internship Coordinator/Date