

Minnesota State University, Mankato
Department of Social Work
SOWK 312 Junior Field Experience

Description: SW 312 is a 5-credit pass/fail course. Students complete 150 field experience hours in a social service agency, establish learning goals, and complete reports to learn about the agency, the client population, and the agency network. Students participate in a required seminar that meets every 2-3 weeks during the term.

Registration: Prior to receiving permission to register for SOWK 312, students need to determine eligibility and complete the steps to establish a Junior Field Experience. Policies, specific guidelines and forms can be found in Manual 1: SOWK 312 Application Policy and Forms. Manual 1 is available in the Wissink copy shop (#75) or the social work department web page: <sbs.mnsu.edu/socialwork/> Click on Junior Field: SOWK-312.

SW 312 is offered:

Fall and Spring semesters (10 hours/week X 15 weeks);
Summer Session (15 hours/week X 10 weeks)

Difference between SW 312 Junior Field and SW 455 Senior Practicum placement:

| | SW 312 JUNIOR FIELD EXPERIENCE | SENIOR PRACTICUM SW 450/455 |
|-------------|---|---|
| Hours | 150 hours (10-15 hours per week) | 440 hours (4 days a week) |
| Focus | Exploratory Prior to SW Practice Courses | In Depth: After completion of three SW Practice Classes |
| Supervision | Human Service Worker | Degreed social worker |

Students are responsible for establishing their Junior Field Experience.

When should I take SW 312?

SW 312 is taken after completion of most/all of the following:

- A. 60 or more credits
- B. Most/all general education courses
- C. Social Work Foundation required courses (receive a C or better)
Sociology 101, Ethnic Studies 100, Biology 100, KSP 235,
Economics 100, Political Science 111, Statistics
- D. Social Work Intro Courses (receive a C or better)
SW 190, SW 210, SW 214, SW 305 Can be taken with SW 214 and/or SW 305.

Questions: Dr. Marilyn D. Frank, MSW, PhD, LISW; Junior Field Experience Coordinator
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How do I establish a field experience?

Semester prior to enrollment in SOWK 312:

All forms and detailed policies and instructions are available in the SW 312 Manual.

Wissink Copy Shop. # 75 and the social work department web page:

sbs.mnsu.edu/socialwork/ Click Junior Field: SOWK-312.

___ **Step 1: Purchase SOWK 312 Manual 1: Application Policy and Forms (#75 Wissink Copy Shop).** All the necessary forms are available in the manual. *Carefully review this manual.*

___ **Step 2: Complete Student Application.**

___ **Step 3: Meet with advisor for signature.**

___ **Step 4: Semester prior to enrollment, submit Student Application to Social Work Office by Due Date posted on SOWK Department Webpage_____.**

___ **Step 5: Review Considerations for Determining Potential Field Experience Agencies in SOWK 312 Manual 1: Application Policy and Forms.** Determine names and addresses of potential social work junior field experience agencies. Prioritize list.

___ **Step 6: Contact agency (agencies)** to determine availability and to make an appointment.

___ **Step 7: Meet with agency supervisor to discuss opportunities.**

___ **Step 8: Submit Criminal Background Check Signature Page to SOWK office no later than due date posted on SOWK Website_____**

___ **Step 9: To assure a place in the course, submit Placement Agreement to SOWK office for Junior Field Experience Coordinator by due date posted on the SOWK Website_____.**

(Steps 8 and 9 have the same due date)

___ **Step 10: Send for Minnesota Bureau of Criminal Apprehension (BCA) Background Check. See manual for additional information.**

Permission to register for SOWK 312 will not be given until an agency placement is finalized and Junior Field Experience Coordinator has received above documentation.

Minnesota Bureau of Criminal Apprehension Background check needs to be received by the Social Work Department before student can begin the field experience.