

**STUDENT**

**LEARNING CONTRACT COVER PAGE**

Please indicate if the MSW Field placement is through:



Distance Delivery

1) Please note: It is the **student's responsibility** to complete the Learning Contract Cover Page (**this document**) for the first meeting.

2) Specific learning goals and objectives must be completed and brought to the first meeting. Please explicitly address the 4 components of goals and objectives:

- **Placement context**
- **Personal and professional development**
- **Practice content**
- **Agency expectations**

3) The Agreement is sent to the Faculty Advisor by e-mail or fax. The Faculty Advisor is responsible for ensuring that a signed copy of the Learning Contract is in the Student's file at the School of Social Work.

4) Must be finalized in a teleconference attended by the Student, Agency Instructor and Faculty Advisor.

5) Must be signed by the end of week 4 (part-time placement) or the end of week 2 (block placement).

Name of Student: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Name of Agency Instructor: \_\_\_\_\_

Agency Instructor Email Address: \_\_\_\_\_

Name of Faculty Advisor: \_\_\_\_\_

Anticipated Absences of Agency Instructor and Replacement: \_\_\_\_\_

Dates of Practicum: \_\_\_\_\_ to \_\_\_\_\_

Time Arrangement: Days of the week: \_\_\_\_\_

Hours: \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ to \_\_\_\_\_

Placement Agency: \_\_\_\_\_

Address of Agency (Street Address & Office Location):  
\_\_\_\_\_

**1. Learning Goals and Objectives**

- For more detail, please refer to the MSW Field Program Manual
- Draft goals and objectives must be specific to the placement and written in communication with the Agency Instructor.
- In preparation for the meeting it is often useful for the student to e-mail a draft of the learning goals and objectives to the Faculty Advisor and Agency Instructor.

**2. Supervision**

Who is responsible for the day to day assignment of work? \_\_\_\_\_

The Student and Agency Instructor will meet for supervision: ____ Weekly ____ Bi-weekly on _____ at _____ The mid-term meeting will be held: Date _____ Time _____ The meeting for <b>final evaluation</b> will be held: Date _____ Time _____
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**Signatures**

_____	_____	_____
Student	Agency Instructor	Faculty Advisor
_____	_____	_____
Date	Date	Date