

**PRACTICUM FIELDWORK APPLICATION**  
**ELFH 540 Program Exit Experience**  
Revised April 2010

DATE: \_\_\_\_\_

Directions: Submit by **midterm semester prior** to semester in which practicum will be taken. Please note the instructor of record for the semester you plan to take the practicum and deliver your application to that person via e-mail. This is particularly important if Program Faculty are going to arrange the practicum experience. Be prepared to discuss the application the first night of class. When you complete the form, click the save button. You should then email it to your instructor.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

PRESENT POSITION: \_\_\_\_\_ SS# \_\_\_\_\_

SEMESTER: \_\_\_\_\_ YEAR: \_\_\_\_\_ CREDIT HOURS (5 to 8 as required by program): \_\_\_\_\_

YEARS OF PREVIOUS PROFESSIONAL EXPERIENCE: \_\_\_\_\_

1. Describe extent of your past experience in the following areas:

Curriculum **Analysis** and Design

List related coursework completed: ELFH 312, 411; list and describe material you have developed for workplace instruction.

Instruction and **Intervention** Delivery

List related coursework completed: ELFH 316, 460; instructor training through employer; training you have conducted for employer; other training you have conducted; voluntary presentations for professional organizations; coaching sports, etc.

**Media Production**

List related coursework completed: ELFH 316 - slides, transparencies, videotapes, computer software, etc.

**Evaluation and Change**

List related coursework completed: ELFH 332, 442, 577 or 578; list and describe experience related to measuring and evaluating learning, performance and change, etc.

**Training Supervision / Leadership**

List related completed coursework: ELFH 341, 490; list and describe experience related to supervising trainers; include work and voluntary settings.

**Other**

List related completed coursework; ELFH 300; include experience in diversity and special needs, individual development, counseling, consulting, etc.

2. Complete the Program Standards Self-Assessment – Pre and Post. Note the totals, means and change scores for each program goal.

3. From the list of experiences and the Standards Self-Assessment, identify areas where you would like additional experiences or need further development of your competencies.

What knowledge and skills do you want to build? Your answer to this question suggests the primary focus of the practicum. If you do not have experiences in the above areas, you may indicate that you are still exploring the possibilities or you may identify which area(s) from above you would like to explore in your practicum.

4. Identify possible practicum sites that match Item 3. Indicate sites or let us know if you need help in locating one.

5. If the department is locating a practicum site for you, attach a resume to support information listed in item 1.

\_\_\_\_\_  
Student Signature and Date

\_\_\_\_\_  
University Coordinator and Date

Addendum

If you need any more space to document any of the above items, you can enter it here.