

PRACTICUM PLACEMENT PROCESS

1. Complete Practicum Placement Agreement available as Microsoft Form, November 1 - December 15.
2. Review Practicum Manual.
3. In the Spring, meet with Practicum Advisor assigned who will advise you of the next steps based off your practicum needs. Keep an eye out for an email from a team member who will initiate scheduling this.



APPLICATION DEADLINES

EXISTING STUDENTS: December 15
INCOMING MSW STUDENTS: Within 10 days of acceptance to Program

A COUPLE IMPORTANT THINGS...

- Placements occur September to May, no placement summer options available
- Placements occur during business hours
- After-Hour placements are VERY RARE and not guaranteed

PER POLICY, THIS IS A COLLABORATIVE PROCESS.
STUDENTS CANNOT INITIATE OR FINALIZE
PLACEMENT WITHOUT APPROVAL.

PRACTICUM EDUCATION DEPARTMENT CONTACT INFO

swpracticumedu@westfield.ma.edu
or
Ashley Dutton, MSW, LICSW
Practicum Education Director
adutton@westfield.ma.edu

REQUIREMENTS

MSW FOUNDATION (First Internship)

Supervisor: MSW, 2 yrs post grad
Generalist Social Work Skills
400hours for the year
14-16hrs a week

MSW ADVANCED (Last Internship)

Supervisor: LCSW, LICSW Preferred
Clinical Social Work Skills
500hours for the year
18-20hrs a week

WE WORK CLOSELY WITH THESE AGENCIES AND MORE...

Note, placement opportunities vary from year to year, as a result, we can't guarantee the same opportunities will be available every year



ADVANCING CARE. ENHANCING LIVES.



AS WELL AS A GROWING AMOUNT OF OUT OF STATE OPTIONS...

