

Adelphi University School of Social Work
BSW Field Education Calendar **2020-2021**

September 1	First Day of Field for All BSW students
October 5	Educational Plan Completed by Field Instructor and Student and then Submitted to the Faculty Field Liaison
November 26-29	Thanksgiving Recess: No Field
December 7	<u>Fall Evaluations Due</u>
December 21	Last day of Field for the Fall Semester
January 4	Field Resumes For All Students
January 18	Martin Luther King Jr. Day: No Field
TBA	Social Action Activity
March 16-22	Spring Break: No Field
April 9	<u>Spring Evaluations Due</u>
April 16th	Last Day of Field for BSW students (with the exception of students in school-based placements)
May 20	Commencement
May 25	Memorial Day: No Field

Interns remain in placement until the last day of field. Interns may not end field early.

Any discrepancies between the Field Education Calendar and the students' Agency Calendar must be discussed with the student's Field Instructor and Faculty Field Liaison.

BSW Seniors must complete a **minimum of 340 hours** for the academic year.

BSW Juniors must complete a **minimum of 300 hours**.

All students are expected to submit monthly timesheets by email to their Faculty Field Liaison at the end of each month. BSW Seniors write two process recordings each week in field. BSW Juniors write one per week. **It is the responsibility of each student to coordinate with their field instructor and Faculty Field Liaison to make up any missed hours.** If, at the end of the field education calendar year, the student has not completed the minimum required hours, s/he may request to extend placement.

Pending the approval of the field instructor and Field Education Department, the student may continue through the end of June without incurring any additional expense.