

**Appendix I: Field Placement Agreement Form – Foundation**

Date received by  
Field Coordinator \_\_\_\_\_

COLLABORATIVE MSW PROGRAM  
University of Wisconsin Green Bay and Oshkosh

**FIELD PLACEMENT AGREEMENT FORM  
(for Foundation students)**

**Student:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Agency Field Educator:** \_\_\_\_\_

Position/Job Title: \_\_\_\_\_

**Agency Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Oshkosh MSW Field Coordinator:** Joan Heller  
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It is acknowledged that at the conclusion of the placement interview, the agency has the right to accept or reject the student based on its consideration of agency circumstances and requirements. Likewise, the student may reject a field placement if it does not fit his/her learning goals. Upon agreement by both parties, the following stipulations are agreed to by all parties.

**Agreement Terms:** Students are expected to complete a two-semester placement (240 hours per semester).

**Placement Schedule:**

Fall Semester: **September** \_\_\_\_, 20\_\_ -- **December** \_\_\_\_, 20\_\_ (days and times to be agreed upon by the agency and the student)

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_  
Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_

Spring Semester: **January** \_\_\_\_, 20\_\_ -- **May** \_\_\_\_, 20\_\_ (days and times to be agreed upon by the agency and the student)

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_  
Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_

**School Breaks and Holidays:** The times may be negotiated between the Agency Field Educator, the Faculty Field Liaison and the Student. Students are not required to work during Fall semester interim (January).

Collaborative MSW Field Manual

*The undersigned parties hereby agree to all stipulations of this placement Agreement:*

Student \_\_\_\_\_ Date \_\_\_\_\_

Agency Field Educator \_\_\_\_\_ Date \_\_\_\_\_

MSW Field Coordinator \_\_\_\_\_ Date \_\_\_\_\_