Appendix M

Application to Senior Seminar & Senior Field Work

Portfolio Guidelines

Students submit a portfolio of application materials by October 1st or March 1st of the semester prior to the start of the field education experience. The portfolio is submitted to the Department of Social Work, R. C. Vance Academic Center #32405. The portfolio should include all materials required for the initial application to the major, plus all course materials and 70-hour volunteer evaluations acquired for courses completed while in the major. Additionally students should include updated documentation for workshops, training and conferences attended while a major. A current resume, and degree evaluation should also be included. Please make sure your portfolio includes all of the following portfolio materials.

The application to Senior Seminar & Senior Field Work portfolio includes:

A. Cover page
B. Table of contents
C. Application to field education experience - Appendix M
D. CCSU School of Education & Professional Studies Social Work FERPA - Appendix N
E. Academic transcripts (updated, including other colleges & universities attended to complete general education credit while in the major)
F. Evidence of participation in volunteer activities - Evaluation of 70 Hour Volunteer Experience for all major courses requiring the volunteer work
G. Social work course syllabi and graded assignments
H. Documentation of workshops, training, and/or conferences attended
I. Current resume (update through current semester)
K. NASW Indicators for Cultural Competency Standards (2007)
L. Degree evaluation - documentation that all general education and social work courses have been completed through current semester

The Field Education Coordinator and the Department Chairperson review the portfolios in the fall and spring semesters and select qualifying students.