

During field study students will examine social problems, evaluate the merit of ideas presented in the classroom, and conduct naturalistic observations and investigations while completing a field work internship.

- **In class** students will discuss pragmatic and professional issues and theoretical concepts associated with their field work.
- **At the site** students participate in the ongoing activities of an organization, develop interpersonal as well as technical competencies. Depending on the agency and the instructor, students have opportunities for data collection projects, theory-testing, and social intervention.

STEP	Fall 2009	Winter 2010	Spring 2010	Summer 2010 SSI/SSII
Research and Apply to Sites	Jun-Jul	Sept-Oct	Jan-Feb	Mar-April-May*
Submit Course Enrollment Form	Aug 7	Nov 6	Feb 12	May 7/May 28*
Enroll for Field Study beginning	Aug 17	Nov 16	Feb 22	May 18/June 8*
Complete Field Work	Sept 21-Dec 4	Jan 4-Mar 12	Mar 24-Jun 4	Jun 21-Jul 26 (SSI)* Aug 2 – Sept 3 (SSII)*
Field Work Evaluations Due	Dec 4	Mar 12	Jun 4	Jul 26/Sept 3

*Dates tentative

AT LEAST 1-2 QUARTERS PRIOR TO COMPLETING FIELD STUDY – RESEARCH SITES.

- Research potential placements** and their requirements in the Catalog of Placement Sites available at: https://socialecology.uci.edu/students/undergrad/secure_files/Field_Study_Catalog.pdf and in the Social Ecology Student Services office.
- Prepare resume and cover letter.** Be sure to identify yourself as a UCI Social Ecology Student, applying for Field Study opportunities. Also include the deadline date, placement period and the number of hours/week you will be interning. Use the services offered by the Career Center to make yourself more competitive.
- Complete pre-requisites** prior to the quarter that you will be completing field study
 - 2.0 or better G.P.A.
 - Social Ecology 194W
 - Social Ecology 10
 - Declared major in the School of Social Ecology

AT LEAST 1 FULL QUARTER PRIOR TO THE COURSE ENROLLMENT FORM DEADLINE – APPLY TO SITES

- Apply to at least 6-8 field study sites.** Sites must be selected from the Social Ecology Field Study Catalog of Placement Sites. See the Catalog for specific application instructions for each site. Keep in mind background checks can take several weeks to several months. Also there are several sites that require academic-year commitments. It is never too early to start considering what you would like to do to fulfill the field study requirement.
- For the most current information** - check “Important Notes and Site Updates” on the website for the most up-to-date information on our sites.
- Keep records** on who you contacted so that you can follow-up as necessary.

1-4 WEEKS BEFORE THE COURSE ENROLLMENT FORM DEADLINE – FINALIZE PLACEMENT.

- Accept Offer** from site. As a professional courtesy, let the other sites you applied to know you accepted a placement.
- Confirm the placement dates** with the supervisor at the site.
- Talk with your supervisor and make sure you understand what you will be doing at the site.** You need this information for the course enrollment form.

COURSE ENROLLMENT FORM DEADLINE (see calendar above).

- Submit the course enrollment form.** Be sure to fill out the form accurately and completely. The form is on-line at: <http://students.sococo.uci.edu/webforms/field-study-course-enrollment-intent-form>.

APPROXIMATELY 6-7 WORKING DAYS AFTER THE COURSE ENROLLMENT FORM DEADLINE

- Watch your email** for a message about authorization for and enrolling in field study. Once you receive an email, you will be able to enroll in Field Study view WebReg.

DURING ENROLLMENT WINDOW

- Enroll in SOCECO 195, Field Study.** Review the minimum standards and be sure to input the correct units under variable units. 1 units = 25 field work hours. To satisfy requirements, students must complete a minimum of 4 units field work. This can be done in 1 or 2 quarters.
- Confirm the placement dates (first and last day) and your weekly field work hours with your supervisor** after you have your tentative class schedule.

HELPFUL RESOURCES

- UCI Career Center Workshops & Services: <http://www.career.uci.edu/>

IMPORTANT POLICIES:

Deadlines:

- **Students are responsible for meeting all deadlines.**

Minimum Standards:

- **Students are required to complete all field study prerequisites** prior to enrollment in Social Ecology 195; they must submit a Field Study Course Enrollment Form to the field study coordinator by the established deadline and follow all enrollment procedures. Field study activities must be clearly related to the curriculum in Social Ecology, and paid positions will be carefully screened to ensure the opportunity exists for experiential learning.
- Students are **required to complete acceptable field work at their placement site**, with a minimum of **25 hours in the field per unit of credit**. (Four-unit field studies require 100 hours of field work; eight-unit field studies require 200 hours of field work.) Students are **required to submit an evaluation form** from their field supervisor verifying completion of field site requirements and assessing the quality of their field work.
- **Attendance at regular (weekly or biweekly) class meetings with a faculty sponsor is required.** Faculty will arrange one hour per week (or biweekly) to meet with field study students in a small group or individually to facilitate the integration of academic and field experiences. Attendance at the 1st class is **MANDATORY!**
- Students will be **required to complete an analytical, academic paper** relevant to their area of interest; either a literature review or a data-gathering project in the field placement is suggested. Papers should be approximately ten pages in length and incorporate at least two references to scientific journal articles, legal case studies, etc. Personal journals and descriptive accounts of field placement activities are not appropriate.
- Students enrolled for 8 units of field study credit will be required to complete two field study projects as outlined above or one project at least 20 pages in length and citing four or more academic references.
- Social Ecology faculty may add to the requirements listed above, narrow the range of acceptable projects, or establish additional grading criteria.

Placements & Placement Sites:

- Students must choose a placement site from the list of sites approved by Social Ecology. **Placements at sites not listed and/or individual placements WILL NOT BE APPROVED!**
- **Students MAY NOT change placements after the course enrollment deadline**
- **New Site Application Information:** Agencies and organizations are invited to apply to be a listed field study site. Have them contact the Field Study Director. Sites must be open to all student applications for a minimum of 1 year. The application and approval process to list new sites takes two full quarters from the time the application is received by Social Ecology. For example, sites that apply in the Fall should be listed in time for the Summer Session course enrollment deadline. Application packets are available at: <http://students.soceco.uci.edu/pages/site-supervisor-information>
- Students may begin field work on or after the 1st date of the placement period. Hours worked before the first day of the placement period **WILL NOT** be credited toward the field work requirement.

Grading

- Field study is graded on a Pass/No Pass basis, based on the supervisor's evaluation of the student's fieldwork, student participation in meetings with the faculty sponsor, and the quality of the student's paper.

WHAT STUDENTS SAY ABOUT THE VALUE OF THEIR EXPERIENCE:

"Field study has been the most valuable Social Ecology class that I have ever taken here at UCI. My experience has given me more of an insight than any other lecturer or book could offer. ...I was able to use a variety of what I have learned in all of my Criminology cases to relate and assess what was going on in the workplace. I really do suggest that people do not procrastinate in picking a field study site."

"...an extremely valuable internship experience that allowed me to work directly with students and implement the counseling skills that I learned through training."

FOR MORE INFORMATION:

Web: <http://students.soceco.uci.edu/pages/field-study>

Field Study Director, Ashley Vikander, MPA

Open Office Hours: Mondays 1:30 – 3:30, Room 102, SE I

Or by appointment – call (949) 824-6861 Email: abvikand@uci.edu