

4. What special skills/abilities/resources do you have that you would be able to offer in your work with an agency? (For instance, bilingual/cultural proficiency)

5. Please mention the commitments that you will carry in addition to being a BSW student and describe your plan for balancing these parts of your life.

6. Do you have any physical needs or limitations that should be considered in the selection of an agency? If yes, explain.

STUDENT SIGNATURE

DATE

BACKGROUND CHECK

I understand that most agencies may require background checks, registry clearances, or health screenings (such as drug tests or immunizations). If I decline these requirements, I may have fewer placement options or may not be placed at all.

I also understand that anyone with a conviction for sexual offenses against children or vulnerable adults cannot continue in the Field Education Program.

STUDENT SIGNATURE

DATE

STUDENT RELEASE

I give permission for the Field Education Director, Program Director, or Field Faculty to share necessary information with agencies and field instructors in order to coordinate and support my placement. This may include details from my application, resume, courses, transcripts, or any issues that arise in field.

This permission ends when my final field grade is submitted.

STUDENT SIGNATURE

DATE

PERSONAL SAFETY

Students must be mindful of personal safety in all field activities.

1. Follow the agency’s safety policies.
2. Use caution when working in the community or visiting clients.
3. Leave your schedule and expected return time with your supervisor when off-site.
4. The university is not responsible for personal safety during field activities.
5. Students may not transport clients in personal or agency vehicles.

STUDENT SIGNATURE

DATE

CONFIDENTIALITY AGREEMENT

I understand that all information about clients and agencies in my field placement is confidential.

- I will not share client names, identifying details, or records.
- I will not remove files from the agency or access records without permission.
- I will tell my supervisor if I know a client personally and will not access their file.
- I will keep all client and agency information confidential during and after my field placement.
- Breaches of confidentiality may result in termination from field, dismissal from the program, or disciplinary action.

STUDENT SIGNATURE

DATE