

Section VII

Social Work Forms and Calendars

All new Field Instructors are asked to complete this form and submit it

KEAN UNIVERSITY MSW PROGRAM FIELD INSTRUCTOR'S DATA SHEET

NAME _____
DATE _____

AGENCY _____ PHONE _____

ADDRESS _____ TITLE _____

CITY _____ STATE _____ ZIP CODE _____

Date you began employment _____ License held _____

UNDERGRADUATE COLLEGE _____

Dates of Attendance _____ Major _____ Degree _____

GRADUATE SOCIAL WORK EDUCATION _____

Dates of Attendance _____ Major _____ Degree _____

OTHER EDUCATIONAL EXPERIENCES (Workshops, Institutes, Study, etc.)

PROFESSIONAL MEMBERSHIPS _____

SOCIAL WORK PRACTICE EXPERIENCE (Please list most recent first)

Agency

Major Function

Position Dates:

*(e.g. case work, group work, administrative, etc.)

TEACHING/SUPERVISOR OF STUDENTS (Please list most recent experience first) AND LEVEL

School

Dates

No. of Students & Level (Grad./Undergrad.)

Please add any additional information on reverse side.

PLEASE RETURN TO:

Director of Admissions and Agency Recruitment
Master of Social Work Program J309L
Kean University
1000 Morris Avenue- Union, NJ 07083
Phone (908) 737-4047 Fax (908) 737-4064

**KEAN UNIVERSITY OF NEW JERSEY
MASTER OF SOCIAL WORK PROGRAM
CALENDAR 2007**

FALL SEMESTER 2007

AUGUST

22 Wednesday Advisement for Registration for all first year students

SEPTEMBER

3 Monday Labor Day School Closed

4 Tuesday **Field Education III** begins (**Advanced Standing and 2nd Yr.**)

6 Thursday **MSW Orientation, Part I-** (Adv. Standing and 1st year students) –
9:30 am–4pm

7 Friday Classes begin for all MSW students

10 Monday **Field Education I** begins (**1st year of the 2-year program**)

13 Thursday **MSW Orientation, Part II** - (Adv. Standing and 1st year students) –
9:30am – 4pm

28 Friday Field Education Learning Contracts due in to Field Office (**in duplicate**)

OCTOBER

8 Monday Columbus Day **Closed -No Classes**
students may go to field placement

NOVEMBER

10 Friday Veteran's Day **Open - classes held**

22 & 23 Thanksgiving Recess **Closed -No Classes (Thurs & Fri)**
students may go to field placement.

DECEMBER

07 Friday Final Field Evaluations (All students)

15 Saturday Field Experience ends (2nd yr & Advanced Standing students)

22 Saturday Field Experience ends (1st year students)

22 Saturday Term ends all students

24 - Jan 22, 2008 Class Winter Recess: Field Experience resumes 3 wks before classes
resume.

****Students and Field Instructors will agree on hours that are done over any break. Please
Notify Liaison and Field Office. Students may be in field during holidays and breaks.**

January 2008

January 2 Wednesday Field Experience Resumes: All Students (**As agreed upon with Agency**)

* **Jan 22 classes resume**

Dates and times of events are subject to change with notice

KEAN UNIVERSITY OF NEW JERSEY MASTER OF SOCIAL WORK PROGRAM CALENDAR 2008

SPRING SEMESTER 2008

January

02 Wednesday Field Experience Resumes for "ALL" students
22 Tuesday Classes resume for Kean University

February

18 Monday Presidents' Day No Classes students may go to field placement

March

17-23 Week of Spring break No Classes (field hours may be done as agreed upon with agency)
21 Friday GOOD FRIDAY No Classes students may go to field placement
24 Monday Resume semester

April

04 Week of Final Evaluations due All Students
21-25 Week of Field Experience ends All Students

May

12 Monday Semester ends
13 Tuesday MSW Graduation



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