



UNIVERSITY OF ALASKA ANCHORAGE
College of Education
3211 Providence Drive, PSB Suite 225, Anchorage, Alaska 99508-4614

Counselor Program
PRACTICUM/INTERNSHIP APPLICATION

Application Deadlines: Spring Semester – October 1 Fall Semester – March 1

Procedures for Applying for Admission to Counseling Practicum

Prior to admitting a student into the final stage of counselor preparation, which is characterized by participation in a practicum the faculty committee will vote on the approval for recommending practicum placement. Admission into this final phase of professional preparation is a faculty decision and is separate from entry into the graduate program. Difficulties, including minimal academic performance, attitude problems, poor field recommendations, or other factors may result in denial of entry into practicum or internship.

It is the student's responsibility to assure that all of the procedures are completed and that the application materials are submitted to the Counselor Education Program Coordinator in the CASE office. They will be forwarded to the Office of Clinical Services and Certification and will be shared with practicum site supervisors and administrators. Documentation of liability/malpractice insurance is one of the application materials.

Students admitted into practicum or internships will be notified by the Office of Clinical Services and Certification. **Please note:** availability of practicum/internship sites may limit when you will be able to begin your practicum experience.

Students are expected to adhere to the administrative policies, rules, standards, schedules, and practices of the practicum site.

Student's name

Student ID

Check when completed:

- Complete Counseling Practicum Application packet, including goal statement
- Attach a current resume, appropriate for review by potential practicum site supervisors
- Complete required fingerprinting
You will not be allowed to start your practicum if the fingerprint process has not been completed. This requirement does not currently apply to individuals holding valid certification from ADEED.
- Submit proof of student liability/malpractice insurance
Students may not participate in counseling practicum/internships without evidence of liability insurance. If you have not received confirmation of liability insurance before this application, submit copies of your application for insurance.
- File entire packet with the Counselor Education program office in CASE PSB225

Attach this checklist to your completed Practicum Application Packet

Application for Counseling/Internship Practicum

Student's name _____ Student ID _____

Student's mailing address _____ City _____ St _____ Zip _____

Work e-mail _____ work phone _____ fax _____

Home e-mail _____ home phone _____ cell phone _____

Date of Acceptance into Counselor Program: _____ Current GPA _____

Enrolling in:

- COUN 634 COUN 636
 COUN 661 (attach a rationale for your request to this application)

Practicum Application for:

- Spring _____, Fall _____

Applicant Information (check all that apply)

Candidacy: M.Ed. / C

Emphasis: Elementary Ed Secondary Ed K-12 Ed
 Adult Counseling General Counseling Vocational Counseling

Practicum Placement Requested by this application:

- Elementary Practicum
 Secondary Practicum - Middle School High School
 Agency Placement

Placement Site Preference and Rationale: _____

Prerequisite Academic Coursework

Add grade and semester/year taken.

Campus	Prefix	Course	Title	Credits	Grade	Semester/year
Required courses						
	EDCN	A616	Counseling Theories			
	EDCN	A623	Counseling Skills			
	EDCN	A624	Group Counseling			
	EDCN	A610	Foundations of Counseling			
Required course(s) for school placements						
	EDCN	A611	Roles and Responsibilities of the Elem. SC			
	EDCN	A615	Roles and Responsibilities of the Secon SC			

Comprehensive exam _____ graduation _____

Practicum Goals Statement:

Attach ten goals that you wish to attain during practicum. Goals should be developed for topic areas such as individual counseling, group counseling, career development, testing, consultation, and professional development. Ex. "Upon conclusion of practicum I will be able to effectively interpret the Self-Directed Search with at least ten students."

Rationale Statement (if applicable):

Write a rationale if your application includes the following requests:

- Placement for EDCN A661 Counseling Internship
- Placement while maintaining fulltime employment

Attach a written narrative that explains your request. For example, provide details on how you envision a summer practicum working, explain the specialized knowledge that would be gained in an internship, or provide a letter of support from current employer detailing a work schedule that will accommodate practicum/internship hours.

Student Statement:

I verify that I have been accepted for admission into the Counselor Graduate Program, have completed all the prerequisite courses, have completed all application materials including obtaining liability insurance, and that I will complete my graduate degree/certificate requirements by the following date: _____

_____.

Student Signature

date