



Title IV-E Field Application



**University of North Texas Social Work Department
Application for Title IV-E Child Welfare Practicum**

For Block Field Placement: Summer ____ Fall ____ Spring ____

NOTE: The UNT Social Work Faculty and Child Protective Services will review this document. Please complete it in a thorough and professional manner.

Full Name: _____ Date: _____

Local Address: _____

Permanent Address (if different): _____

Cell Phone: _____ Work Phone: _____ Date of Birth: _____

TX Driver's License Number _____ UNT Student ID number _____

Social Security Number: _____ Expected Month/Year of Graduation: _____

Child Welfare Courses Completed					
Course #	Name	Where Taken/Date	Grade	Enrolled now?	When scheduled?
SOWK 4700	Child Welfare				
Other:					

Current Overall GPA: _____ Current Social Work GPA: _____

List any languages, other than English, in which you are conversant:

Please describe your level of fluency and experience with a second (and/or third) language:

While a criminal history does not necessarily eliminate you from participation in field placement, there are certain settings in which a criminal history check is required. Some agencies have internal rules that would preclude placement of students with a criminal history. Have you ever been found guilty of a crime or pled anything other than not guilty to a criminal charge, or do you have any criminal charges pending? _____

If yes, please explain: _____

Number of Moving Violations in the past 5 years _____

Number of DWI or DUI tickets in the past 5 years _____

Briefly describe any experiences you have had as a volunteer in any type of service organization.

What do you know about the Title IV-E Child Welfare Program?

While completing a practicum as part of the Title IV-E Child Welfare Program, you will be expected to participate in the Child Protective Services Basic Skills Development Academy (in Arlington, Texas) and well as on the job training in a field unit (somewhere in the DFW metroplex TBD). Please rank the following counties in order or preference for placement in a field unit. Please note that you may not get your first choice. You will be placed according to availability of placement and the needs of CPS.

_____ Collin (Plano)

_____ Dallas

_____ Denton

_____ Tarrant (Ft. Worth and Arlington)

Are you willing to accept full-time employment with TDFPS after the practicum, if offered?

_____ Yes

_____ No

University of North Texas

Department of Social Work
Title IV-E Child Welfare Program



Letter of Interest/Personal Statement

Students seeking admission into the Child Welfare Training Program are asked to write a letter to the Program Coordinator requesting program admission and a senior field placement with Child Protective Services. The letter should be reflective and carefully thought out. It should be typed and double-spaced. Please incorporate the following as well as any additional information pertinent to field education.

1. The development of your interest in child welfare social work.
2. Why are you applying for a practicum at Child Protective Services? Why are you a good candidate for the IV-E program?
3. What concerns, if any, do you have about entering the program and potentially working at Child Protective Services in the future?
4. Your personal strengths as well as your personal limitations.
5. Your life experiences, which have influenced your development and may affect your helping skills.
6. Areas of personal and professional development that you would like to focus on during your field placement.
7. Any pertinent personal information (family of origin, your present family, educational experiences, or achievements, UNT experiences, campus, social or civic associations).

In regards to questions 4 and 5 & 7, you are asked to provide any personal information that will contribute to an overall picture of who you are. This it is important to include any relevant experiences that might impact your field placement, the clients served, the field instructors, agency staff, or the learning process in general. The following are examples of information that may be relevant to share: conviction of a felony, substance abuse problems and/or psychiatric treatment, chronic illness, victim of a crime, performance problems in prior work situations.

All information that you provide is handled in a confidential manner and may be provided to TDFPS Hiring Specialist as a part of the Title IV-E application process.

**OFFICIAL AGREEMENT
FOR SOCIAL WORK STUDENTS ENTERING FIELD PLACEMENT**

I, _____, understand that participation in the field as an undergraduate practicum student requires adherence to certain professional standards. I agree that, while participating in the field instruction component of the UNT BSW program, I will:

1. Adhere to the Codes of Ethics of both the Texas State Board of Social Work Examiners and the National Association of Social Workers.
2. Follow all laws of the State of Texas and all other jurisdictions in which I might practice.
3. Comply with all agency policies and procedures. I agree to review all agency policies and procedures within two weeks of beginning the practicum. I further agree to adhere to the UNT Student Code of Conduct.
4. Come fully prepared and participate actively in all scheduled meetings with the Agency and University Instructors. I agree to meet at least weekly with the field instructor for supervision and notify the practicum instructor if I miss any supervision sessions. I understand that it is my responsibility to arrange supervision meetings with the field instructor.
5. Come fully prepared and participate actively in all academy and practicum seminar classes. I understand that missing two or more classes in a semester may result in my failing the class.
6. Provide proof of insurance if using my vehicle for agency business.
7. Conduct myself in a professional manner at all times. This includes being punctual, reliable, and responsible in all field practicum assignments, as well as interacting in a professional manner with all clients and co-workers.
8. Negotiate a learning contract with my field instructor and submit it in writing to the practicum instructor by the second seminar meeting, if applicable.
9. Attend all meetings and turn in all assignments related to the practicum and the seminar class as specified in the syllabus.

I understand that failure to comply with this agreement might result in a failing grade for the practicum and that substantial violation of this agreement could result in dismissal from the program.

Signature: _____ Date: _____