**To:** BA | BASW (Undergraduate) Field Applicants

**Re:** Student Academic Field Eligibility

**Congratulations!** You have applied to begin your field education experience.

* The following requirements must be completed ***satisfactory***prior to the beginning of the first semester of your field education experience.
* Contact your assigned Academic Advisor to determine a plan for the completion of all requirements ***prior*** to the start of your field experience.
* **Student** *and* **assigned Academic Advisor** must sign this form to verify student eligibility to begin Field.
* The field applicantis responsible for completing Section I of this form and scheduling a meeting with their assigned Academic Advisor to complete Section II.
* The Academic Advisor will scan signed document & electronically submit to the BA/BASW Field Coordinator and the student.

 **Section 1: To be Electronically Completed by Student**

Select the appropriate campus for your program: Choose an item.

Student Name:

Academic Advisor’s Name: Choose an item.

Student Phone Number(s):

Student UA E-mail Address:

Intended Field Start Semester: Choose an item.

Intended Field Start Year: Choose an item.

 **Section 2: To be Electronically Completed by Academic Advisor**

Click on box **ALL** those items currently **COMPLETED**:

[ ] Full social work major ***and*** has signed a full major contract

[ ] Senior status with 90 credit hours completed (120 credit hours required for a UA graduation)

[ ] 2.75 grade point average in social work courses

[ ] 2.75 overall grade point average

[ ] No unresolved Incompletes on academic record

[ ] Field planned for the final two semesters prior to UA graduation

[ ] Has completed the following courses:

 [ ] SOWK: 270 Diversity and Social Work Practice

 [ ] SOWK: 275 Introduction to Social Work Practice

 [ ] SOWK: 276 Introduction to Social Welfare

 [ ] SOWK: 427 Human Behavior and the Social Environment I

[ ] SOWK: 401 Social Work Practice I

 [ ] SOWK: 405 Social Work Practice I Skills Lab

 [ ] SOWK: 402 Social Work Practice II - [ ]  *in process/to be completed prior to
 start of field*

Please explain the plan devised by you and your advisor to complete any requirement(s) *NOT* selected above, and the time frame for completion.

This student, with this plan, will be eligible to start Field during the following semester: Choose an item.

Year: Choose an item.

**Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Click here to enter a date.

*Student signature upon completion of advising meeting*

**Advisor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Click here to enter a date.

*Advisor signature upon completion of advising meeting*