University of Georgia School of Social Work

Time Sheet of Practicum Hours

Student Intern: _____ Field Placement Site: _____

Field Instructor: _____

Semester: Fall 20__ Spring 20__ Summer 20__ Field Liaison: _____

Week#	Dates	HOURS WORKED						Weekly Total	Field Instructor Initials
		Mon	**Tue**	**Wed**	**Thu**	**Fri**	**Sat/Sun**		
EXAMPLE (BSW)	Sept 6-10	9-5	9-5		9-1			20 hours	
EXAMPLE (Generalist)	Sept 6-10				9-5	9-5		16 hours	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
TOTAL									

_____ _____

Student Intern's Signature Date Field Instructor's Signature Date

Field Education and in class coursework are both critical components in the Social Work curriculum. Designated field days for BSW students are Monday, Tuesday and Thursday. Designated field days for MSW generalist students are Thursday & Friday. Designated field days for MSW specialized practice students are Wednesday-Friday. ***Practicum hours should NOT conflict or interfere with class times.*** Field instructors are encouraged to request student course schedule to ensure that conflicts with class do not occur for any hours worked beyond the designated field days.