COUNSELING PRACTICUM HANDBOOK

Educational Leadership and Counseling
Whitlowe R. Green College of Education
Prairie View A&M University
P.O. Box 519; MS 2430
Prairie View, TX 77446-0519
936-261-3645 936-261-3617 (fax)
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Overview

The Mission

Mission

Prairie View A&M University is dedicated to excellence in teaching, research and service. It is committed to achieving relevance in each component of its mission by addressing issues and proposing solutions through programs and services designed to respond to the needs and aspirations of individuals, families, organizations, agencies, schools, and communities—both rural and urban. Prairie View A&M University is a state-assisted institution by legislative designation, serving a diverse ethnic and socioeconomic population. Having been designated by the Texas constitution as one of the three “institutions of the first class” (1984), the University is committed to preparing undergraduates in a range of careers including but not limited to engineering, computer science, natural sciences, architecture, business technology, criminal justice, the humanities, education, agricultural sciences, nursing, mathematics, and the social sciences.

Conceptual Framework

The conceptual framework for both the basic and advanced programs at Prairie View A&M University has evolved over the last twelve years to view educators as facilitators of learning for diverse populations.

The framework consists of the following four major goals undergirded by technology: Problem Solving, Critical Thinking, and Decision Making; Reflective and Continual Learning; Student Growth and Development; and Human Diversity and Global Awareness. The components of the conceptual framework are incorporated in the course syllabi throughout the Unit.

The conceptual framework was developed by the Unit faculty after extensive review of the literature in education and guidelines of learned societies. The conceptual framework is based upon current issues such as changes in demographics, global perspectives, importance of problem solving, critical thinking and decision-making skills, technological demands, and the need for life-long learning.

The conceptual framework is predicated on the philosophy that the Unit prepares educators to work in a multicultural world where change occurs constantly. A guiding philosophy of the Unit educators is that all candidates must be encouraged to invest in their own learning processes. Professional educators must provide candidates with opportunities to develop knowledge, skills, and attitudes that will enable them to become competent and efficient decision makers and reflective, inquiring professionals who are productive contributors in a culturally diverse society. This basic philosophy guides the Unit in planning and implementation of course work and experiences in all of its programs.
INTRODUCTION

The Counseling Program is a Department in the College of Education at Prairie View A & M University. The faculty goal is to graduate candidates who have developed and mastered the knowledge, skills, and dispositions and have a clear understanding of the vital need for quality and professional counseling services in school systems and community agencies.

The practicum is designed to provide candidates the opportunity to observe and participate in the processes involved in the operations of school counseling programs (K-12) and clinical mental health settings.

This manual has been developed to provide detailed information and required practicum forms between the Prairie View A & M University Counseling Program and counseling candidates that request placement in a practicum setting. This manual serves to communicate the policy and procedures and candidate requirements in regards to the field experience.

Please contact the following Counseling Program Facility should you have any concerns or need additional information.

Contact Person:

Dr. William Ross, LPC- S
Assistant Professor
Coordinator, Department of Educational Leadership and Counseling
Room 108A
Office Phone: (932) 261-3657
E-MAIL: wiross@pvamu.edu

Prairie View A & M University
Whitlow R. Green College of Education
Department of Educational Leadership & Counseling
Room 203
Prairie View, Texas 77446
PURPOSE

The purpose of the Department of Educational Leadership and Counseling (ELC) is to provide quality instruction, research, and service and outreach programs that foster knowledge, appreciation and experience in order to prepare graduates to meet the challenges of their educational goals. Through a comprehensive program of graduate courses and practical experiences, candidates will be prepared as facilitators and professional decision-makers who can assist all learners in meeting expected learner outcomes. The program provides a master’s degree in Educational Administration and Counseling and a doctoral degree in Educational Leadership. Candidates may also apply for the Texas Principal, Superintendent and School Counselor Certification.

The ELC instructional outcomes are integrated throughout the curricula, which reflect the understanding of the need for transitions to an age of information and global economy. The ELC instructional goals provide a seamless learning environment that supports individual and group collaboration as the basis for the core curriculum. The learning outcomes include the following and are designed to provide instruction that adapts effectively to changing needs:

- **Functional Domain**
  is to empower candidates to organize, implement, monitor and lead in the collaborative governance of school related activities.

- **Interpersonal Domains**
  prepare candidates to increase skills in oral, written and nonverbal communication while exemplifying character that is moral and ethical in working with teachers, staff, candidates and the community.

- **Contextual Domains**
  emphasizes student understanding in philosophical, cultural, political and public relations values in creating a school culture that is learner-centered.

- **Professional Curricula**
  instruction identifies various: curriculum designs, effective procedures for working with faculty and staff, methods of evaluation and techniques for creating instructional and learning environment that fosters diversity, affective and cognitive learning experiences.

The Master in Arts (M.A.) and the Master of Education (MSED) which include Practicum I and Practicum II in the Whitlowe R. Green College of Education is designed to prepare counseling candidates to fully integrate theory and practical application.

The School Counseling and Community Mental Health track at PVAMU, is based upon the principles of the Council for Accreditation of Counseling and Related Educational (CACREP) Programs and the American School Counseling Association (ASCA). Candidates training to become counselors at PVAMU are guided to incorporate the standards and competencies of coursework assimilated throughout the matriculation process at PVAMU.
PRACTICUM OBJECTIVES

The objectives of Practicum I and II is as follows:

- To provide the candidate with an appropriate practicum experience;
- To provide school counseling and mental health experience based on candidates’ competence;
- To provide a specific practicum process that all candidates will be notified of before practicum hours are approved;
- To provide a nurturing environment that builds upon the skills, knowledge, and experiences of counseling candidates;
- To provide a specific communication process to be a bridge between PVAMU, the candidate and the practicum site supervisor.

RECOMMENDED COURSEWORK FOR COUN 5063 AND 5073 PRACTICUM:

Master of Science (MSED.) in Counseling

COMMON CORE (12 SCH)

CNSL 5093 - Educational Statistics
CNSL 5123 - Appraisal Techniques
CNSL 5143 - Human Growth and Development
CNSL 5153 - Cross-Cultural Issues

SUGGESTED PROGRAM CONCENTRATION (18 SCH)

CNSL 5013 - Counseling Techniques
CNSL 5023 - Counseling Theory and Practice
CNSL 5053 - Professional Orientation
CNSL 5083 - Psychology of Abnormal Behavior
CNSL 5113 - Career Development Counseling
CNSL 5133 - Group Dynamics

PRACTICUM (3 SCH)

CNSL 5063 - Counseling Practicum
(Prerequisites: CNSL 5013, 5023, 5113, and 5123)

RESEARCH (3 SCH)
MASTER OF ARTS (M. A.) in Counseling

(12 semester hours)

CNSL 5093 - Educational Statistics
CNSL 5123 - Appraisal Techniques
CNSL 5143 - Human Growth and Development
CNSL 5153 - Cross-Cultural Issues

SUGGESTED PROGRAM CONCENTRATION

(18 semester hours)

CNSL 5013 - Counseling Techniques (CNSL 5023 Prerequisite)
CNSL 5023 - Counseling Theory and Practice
CNSL 5053 - Professional Orientation (Candidates for School Counselor Certification must take CNSL 5003)
CNSL 5083 - Psychology of Abnormal Behavior
CNSL 5113 - Career Development Counseling
CNSL 5133 - Group Dynamics

CNSL 5063 - Counseling Practicum
(Prerequisites: CNSL 5013, 5023, 5113, and 5123)

CNSL 5163 - Research (CNSL 5093 Prerequisite)

ELIGIBILITY REQUIREMENTS

To be approved for an internship, the candidate must meet all of the following requirements:

- Submit an application prior to the semester scheduled to begin the internship;
- Approval of site supervisor where internship is scheduled;
- Satisfactory completion of the following prerequisites (CNSL 5013, 5023, 5113, and 5123);
- Approval of Practicum Coordinator;
- Liability Insurance, if required, as a condition of practicum site placement.
LIABILITY INSURANCE

Practicum candidates (if required by the practicum site) must obtain liability insurance coverage (minimum $1,000,000 each incident, $3,000,000 aggregate) prior to start of their practicum and in addition maintain such insurance throughout their clinical experience. Liability insurance is available to student members of the American Counseling Association (ACA – (800) 347-6647, ext. 222), the American Mental Health Counselors Association (AMHCA – (800) 362-2642), the American School Counselor Association (ASCA – (800) 306-4722) the National Board of Certified Counselors (NBCC – (877)539-6372) or Texas Counseling Association(TCA - (800) 580-8144) for a nominal fee. Candidates who do not provided proof of liability insurance (if required) will not be given consent to begin the practicum class.

PRACTICUM APPLICATION PROCESS AND DEADLINES

Candidates interested in applying for either Practicum I or Practicum II must adhere to the following application process. To be considered, a candidate must submit the following:

1. An Practicum Application Form executed and signed by the candidate’s site supervisor/mentor;
2. A completed Practicum Application;
3. A completed background check.

All required documents must be completed and submitted by the following deadlines:

Application Deadlines:  
Summer Practicum: March 15th  
Spring Practicum: October 15*  
Fall Practicum: May 15*

PVAMU, CANDIDATE, AND SITE SUPERVISOR RESPONSIBILITIES

Student Responsibilities

1. Candidates will meet with and interview with the perspective site supervisor, and finalize their practicum site placement.
2. Candidates will complete and submit the practicum application by the posted deadlines.
3. Candidates will evaluate the on-site supervisor at the end of the experience.
4. The practicum schedule is to be arranged by the student and site supervisor and must include a minimum of 100 direct client contact hours which include direct supervision by site supervisor.

5. Candidates are responsible for completing all records and forms required by site in a timely manner.

6. Candidates are responsible for honestly logging all time spent with clients, and in supervision.

8. Candidates are expected to follow practicum site, university, and practicum policies and procedures.

9. Candidates are responsible for obtaining liability insurance, if required, before counseling any client.

10. Candidates are responsible and expected to adhere to the ethical standards as published and maintained by the American Counseling Association and the American School Counseling Association throughout their practicum.

**University Practicum Coordinator’s Responsibilities**

1. Learn the philosophy, objectives, and organizational pattern of the practicum supervision site.
2. Orient the candidates to the host site in which they will do their practicum work.
3. Acquaint the host site with the philosophy and objectives of the PVAMU Counseling Program.
4. Establish and maintain good relationships between the University and practicum site.
5. Counsel with the candidates concerning problems of adjustment to their practicum role.
6. Facilitate practicum placement.
7. Plan and conduct practicum orientation.
8. Visit practicum sites, as needed.
9. Evaluate the effectiveness of the practicum sites.

**Site Supervisor Responsibilities**

1. Be familiar with all aspects of the counseling program, especially the practicum component.
2. Provide orientation to the school and/or agency environment to include, but not limited to, the following:
   - Mission, goals, and objectives of the school and agency
   - Policies and procedures
   - Standard operating procedures
3. Introduce the candidate to the administrators and staff of the site.
4. Ensure that the candidate is totally aware of and adheres to all established institutional rules and regulations as they apply to protocol, schedules (including working hours), dress, and other formalities. Report all occurrences of noncompliance to the University practicum supervisor immediately.
5. Provide the candidates with the best possible facility as a base of operations.
6. Provide one hour of individual supervision per week.
7. Observe the candidates in counseling sessions and/or group guidance activities at least two times during the semester.
8. Complete a final evaluation report related to the candidate’s performance and discuss the
evaluation with the site supervisor and candidate.

PRACTICUM PLACEMENT CHECKLIST

This checklist serves as a guide prior to the candidate’s beginning the practicum. Please check with the Practicum Coordinator to ensure you have met all the following requirements.

___ 1. Completed application form submitted said forms to the Practicum Coordinator.
___ 2. Read handbook, including guidelines and expectations on field placement.
___ 3. Sign and returned acknowledgement statement.
___ 4. Met with Practicum Coordinator to discuss practicum/internship plan.
___ 5. Learn expectations for candidates at site.
___ 6. Schedule meeting to discuss placement with Practicum Coordinator.
___ 7. Completed resume and prepare for interview with site personnel.
___ 8. Scheduled and complete interviews with potential site supervisors.
___ 9. Field placement application approved by the Practicum Coordinator.
___ 10. Secured Professional Liability Insurance (if required by the practicum site).

Acknowledgement Statement

As a counselor-in-training in the Prairie View A & M University Counseling Program, I acknowledge that it is my responsibility to read and be thoroughly familiar with the content of this practicum manual. My signature below indicates that I have read and understood my copy of this handbook and that I agree to abide by the standards stated.

Signature: ___________________________ Date: ________________
Note:
(This form should be submitted to the Practicum Coordinator no later than the first semester of the candidate’s program. The Practicum Coordinator will place this form in the candidate’s practicum file.)

Prairie View A & M University
College of Education
Department of Educational Leadership and Counseling

STUDENT COUNSELING PRACTICUM APPLICATION

Student Name and ID # _________________________________________________

Practicum I ________________ Practicum II _________________

Practicum Site _________________________________________________

Name of Site Complete Physical Address

Practicum Supervisor Name and Credentials __________________________________________

Practicum Supervisor’s Phone Number ___________________________________________

(1) Contact proposed site supervisor and make preliminary arrangements for your placement before completing this application

(2) Practicum I and/or Practicum II: A minimum of 300 hours (a minimum of 150 hours for each practicum) of supervised experience (of which a minimum 100 hours of direct client contact) must be documented to satisfy the requirements of this practicum.

(3) Completed application forms are required to be submitted to the Practicum Coordinator no later than the dates published in the counseling practicum manual.

(4) Candidates will not be authorized or began to accumulate practicum hours until the first day of class, their application and contract have been approved and proof of liability insurance (if required) has been submitted.

____________________________________________________________________
Practicum Candidate’s Signature /Date

Complete mailing Address

Practicum Student PVAMU Email Address

Daytime or Work Number Home Phone Number

List specifically/describe the proposed activities, duties, and responsibilities in which you will engage in during your practicum: __________________________________________
Practicum Candidate

Explain why you have chosen this particular site/supervisor and how placement at this site will be beneficial to you:

What is your expected work schedule (days per week/hours per day) at this site?

Other Comments:

DO NOT WRITE BELOW THIS LINE

Application for proposed practicum is approved for __________________________ Semester/Year

Application for proposed practicum is approved for __________________________

Stipulation/changes:
Application for proposed practicum is denied for the following reason(s):

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

PVAMU Practicum Supervisor

Date
Prairie View A & M University  
College of Education  
Department of Educational Leadership and Counseling

**Practicum Site Agreement**

This agreement is made this __________ day of _________________________ by and between

PVAMU University and ________________________________________________________,  
Accepting School and District/ Community Mental Health Setting

and candidate ________________________________

Name of Candidate

located at ________________________________________________________________

department city state zip code

This agreement will be effective for a minimum of 150 hours per practicum.

**Purpose:** The purpose of this agreement is to provide a qualified graduate candidate with field experience in working with individuals and groups in specific settings according to certain guidelines. Candidates in the School Counseling Program will work with school-age children in a K-12 setting and candidates in Community Mental Health Counseling will work with clients in a community mental health setting.

The Practicum Site Supervisor shall be responsible for the following: (1) Selecting a candidate who has successfully completed all the prerequisite courses for this experience; (2) Providing the Site with this agreement which clearly delineates the responsibilities of the University and the Site; (3) Designating a qualified faculty member as the Supervisor who will work with the Site in coordinating the experience; (4) Notifying the candidate that she/he must adhere to the administrative policies, rules, standards, schedules, and practices of the Site; (5) Advising the student that she/he should have adequate liability insurance (if required by the practicum site; and (6) Advising the student of their responsibility in adhering to the ethical standards of the appropriate professional association that govern counselors.

The School/Community Mental Health Setting shall be responsible for the following: (1) Providing the candidate with an overall orientation to the Site’s specific services necessary for the implementation of the experience; (2) Designating a qualified staff member to function as the on-site Supervisor that meets the following criteria:

a. Master’s degree in Counseling or closely related field  
b. Appropriate certification and/or licenses  
c. At least two years pertinent professional experiences  
d. Knowledge of the program’s expectations, requirements, and evaluation procedures for candidates.
3. Providing the candidate with adequate work space, staff, and resources to conduct professional activities. The on-site supervisor shall be responsible for providing opportunities for the candidate to engage in a variety of counseling activities under supervision, and for evaluating the candidate’s performance. Suggested experiences are attached, and forms for evaluating the candidate’s performance will be provided by the University's Practicum Supervisor.

**ACTIVITIES**

The training activities listed above will be provided for the student in sufficient amounts to conduct an adequate evaluation of the student's level of competence in regards to the following activities:

- Counseling services (individual, group, family) of personal, social, educational, occupational nature
- Consultation (teachers, referral agencies, family members, administrators, professional team)
- Coordination (of counseling curriculum with regular curriculum)
- Observation
- Career development services
- Planning and development of program and services
- Individual assessment and inventory
- Research (including evaluation)
- Placement and follow-up
- Referral activities
- In-service
- Report-writing, intake interviewing, record keeping
- Case conferences, staff meetings
- Use of technology
- Other (as assigned by administration, classroom guidance, registration of new individuals in setting, grant writing)

**The names and signatures of the responsible individuals in fulfilling this agreement are:**

____________________________________________________________________________________
Site Supervisor (Print) Signature Date

____________________________________________________________________________________
Principal or Director (Print) Signature Date

================================================================================================
PVAMU

____________________________________________________________________________________
Field Experience Student (Print) Signature / Date

____________________________________________________________________________________
Field Experience Student Signature / Date

____________________________________________________________________________________
PVAMU Practicum Supervisor, Signature / Date
STUDENT PRACTICUM SITE EVALUATION

Practicum Student’s Name ___________________________ Semester _________ Year ____

Practicum Site ________________________________________________________________

Site Address ______________________________________________________________________

Practicum Site Supervisor Name/Phone ______________________________________________

Practicum Faculty Supervisor Name ________________________________________________

A. Please rate your practicum site on the following areas from 1 (very poor) to 5 (very good) (circle one for each question).

1. Adequate assistance in meeting university requirements. 1 2 3 4 5
2. Staff acceptance of you as a counseling practicum student. 1 2 3 4 5
3. Support and cooperation of the administrative staff. 1 2 3 4 5
4. Physical facilities (space to work in, phone …). 1 2 3 4 5
5. Flexibility of site in meeting student’s needs and client’s needs. 1 2 3 4 5
6. Site requirements were reasonable. 1 2 3 4 5

B. Please rate your Practicum Site Supervisor on the following areas from 1 (infrequently) to 5 (frequently) (circle one for each question).

1. He/she offered constructive feedback. 1 2 3 4 5
2. He/she provided support when needed. 1 2 3 4 5
3. He/she provided assistance or referred you to someone who could. 1 2 3 4 5
4. He/she allowed adequate time for individual supervision. 1 2 3 4 5
5. He/she helped me integrate theory and practice.  
   
6. Overall evaluation of Practicum Site Supervisor  
   
C. Please describe how the practicum was a learning experience for you?

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

D. What kind of supervision activities did you have? (e.g., listening to tapes, direct observation, group supervision, individual supervision, other)

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

E. What suggestions could you offer to improve this field site?

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

Practicum Student [Signature]  

Date
Submit completed and signed document to PVAMU Practicum Supervisor

Prairie View A & M University
College of Education
Department of Educational Leadership and Counseling

INTERN EVALUATION: SITE SUPERVISION FORM

Intern Name _____________________________________________________

Date of Evaluation________ / _______ / _______

Supervisor: ____________________________________________________

Internship Site_____________________________________________

Instructions:

This form is designed to help supervisors provide feedback about the performance of interns. I know you are probably busy, but the form usually takes just five or ten minutes to complete and your answers and comments will be much appreciated. This form will become part of the intern’s record for this course and may be considered in assigning grades for the internship. Please answer each item using the scale provided following each category group for specific comments. There is also space at the end of this form for general comments. If you feel it would be helpful to put anything into context from the outset, please feel free to do so below.

Initial Comments:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
Answer Code for Evaluation Items

NA. Not Applicable or not enough information to form a judgment

1. Far Below Expectations_ needs much improvement, a concern
2. Below Expectations - needs some improvement to meet standards
3. Acceptable – meets standards at average level for interns
4. Above Expectations – performs above average level for interns
5. Far Above Expectations – a definite strength performs well beyond average level for interns.

1. Basic Work Requirements
   _______ arrives on time consistently
   _______ Uses time effectively
   _______ Informs supervisor and makes arrangements for absences
   _______ Reliable completes request or assigned task on time
   _______ Completes required total number of hours or days on site
   _______ Is responsible to norms about clothing, language, etc., on site

Comments:

_________________________________________________________________________________
_________________________________________________________________________________

Suggested areas for further study:

_________________________________________________________________________________
_________________________________________________________________________________

II. Ethical Awareness and Conduct

_______ Knowledge of general ethical guidelines
_______ Knowledge of ethical guidelines of internship placement
_______ Demonstrates awareness and sensitivity to ethical issues
________ Personal behavior is consistent with ethical guidelines

________ Consults with others about ethical issue if necessary

Comments:

Suggested areas for further study: _______________________________________________________

Answer Code for Evaluation Items

NA. Not Applicable or not enough information to form a judgment

1. Far Below Expectations – needs much improvement, a concern
2. Below Expectations - needs some improvement to meet standards
3. Acceptable – meets standards at average level for interns
4. Above Expectations – performs above average level for interns
5. Far Above Expectations – a definite strength performs well beyond average level for interns.

III. Knowledge and Learning

A. Knowledge of Client Population
   __________ Knowledge level of client population at beginning of internship
   __________ Knowledge level of client population at end of internship

B. Knowledge of Treatment Approach
   __________ Knowledge of treatment approach at beginning of internship
   __________ Knowledge of treatment approach at end of internship

C. Knowledge of Treatment Setting
   __________ Knowledge of treatment approach at beginning of internship
   __________ Knowledge of treatment approach at end of internship

D. Learning
   __________ Receptive to learning when new information is offered
   __________ Activity seeks new information from staff or supervisor
   __________ Ability to learn and understand new information
   __________ Understanding of concepts, theories and information
Ability to apply new information in clinical setting

Comments: ________________________________________________________________

Suggested areas for further study: ____________________________________________

IV Response to Supervision
___ Activity seeks supervision when necessary
___ Receptive to feedback and suggestions from supervisor
___ Understands information communicated in supervision
___ Successfully implements suggestions from supervisor
___ Aware of areas that need improvement
___ Willingness to explore personal strengths and weaknesses

Comments: ________________________________________________________________

V. Interactions with Clients
____ Appears comfortable interacting with clients
____ Initiates interactions with clients
____ Communicates effectively with clients
____ Builds rapport and respect with clients
____ Is sensitive and responsive to client’s needs
____ Is sensitive to cultural differences
____ Is sensitive to issues of gender differences

Comments: ________________________________________________________________
Suggested areas for further study:

____________________________________________

VI. Interaction with Coworkers

_______ Appears comfortable interacting with other staff members
_______ Initiates interactions with staff
_______ Communicates effectively with staff
_______ Effectively conveys information and expresses own opinions
_______ Effectively receives information and opinions from others.

Comments:

_________________________________________________________________________________

Suggested areas for further study:

____________________________________________

VII. Work Products

_______ Reliably and accurately keeps records
_______ Written or verbal reports are accurate and factually correct
_______ Written or verbal reports are presented in professional manner
_______ Reports are clinically or administratively useful

Comments:

_________________________________________________________________________________

Suggested areas for further study:

____________________________________________

Overall, what would you identify as this intern’s strong points?

_________________________________________________________________________________
What would you identify as areas in which this intern should improve?

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Would you recommend this intern for employment at his or her present level? Please explain:

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Would you recommend this intern for continued graduate studies?

_________________________________________________________________________________
_________________________________________________________________________________

Supervisor’s Signature: ___________________________ Date: ___________________________

Thank you for your time in supervising this intern and in completing this evaluation.
# Practicum Log

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Hours</th>
<th>Mins.</th>
<th>Counseling Service</th>
<th>Description of Activity</th>
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<tbody>
<tr>
<td>1/5/2011</td>
<td>9am-11am</td>
<td>2</td>
<td>0</td>
<td>Example: Individual Counseling, Group Counseling, Couples Counseling, Testing, etc.</td>
<td>Example: Anger Management, Supervision, Case Note Documentation, etc.</td>
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</tbody>
</table>

Total Hours Reported This Page: ________________

Candidates's Signature: __________________________ Date: __________________________

Supervisor's Signature: __________________________ Date: __________________________

Campus Supervisor's Signature: __________________ Date: __________________________
Prairie View A & M University  
College of Education  
Department of Educational Leadership and Counseling

**PRACTICUM LOG**

<table>
<thead>
<tr>
<th>NAME</th>
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<tbody>
<tr>
<td>STUDENT ID NUMBER</td>
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<td>SEMESTER/ TERM / YEAR</td>
<td></td>
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<tr>
<td>DATE</td>
<td>TIME</td>
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<tr>
<td>1/5/2011</td>
<td>9am-11am</td>
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</tbody>
</table>

Total Hours Reported This Page: ________________

CANDIDATES’S SIGNATURE_________________________________ DATE________________________

SUPERVISOR’S SIGNATURE_______________________________ DATE________________________

CAMPUS SUPERVISOR’S SIGNATURE________________________ DATE________________________