



**Rosemead School of Psychology**  
**Undergraduate Program**  
**PSYC 450 – Directed Field Work Contract**

I \_\_\_\_\_ hereby contract with \_\_\_\_\_  
(name of student) (agency)

My Site Supervisor is: \_\_\_\_\_ Degree: \_\_\_\_\_  
(name of supervisor) (credentials)

I will work a minimum of \_\_\_\_\_ clock hours (minimum of 45 per unit of credit) on site to fulfill the time requirements for this applied field work experience. My duties will include the following: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

as well as any others deemed appropriate by me and my supervisor. **\*Contract must be signed by all parties and filed with the Psychology Department before internship work hours commence.**

I will meet with my supervisor regularly for feedback and instruction for \_\_\_\_\_ minutes/day.

**The objective of this experience** is to develop specific skills, competencies, and points of view needed by professionals in the field of psychology. It is expected that I will demonstrate my accomplishment of this objective by:

- **Operating** in a psychology related environment (obtaining exposure to and work experience in a psychology-related setting).
- **Demonstrating** the ability to follow supervisory instruction (meeting regularly with my supervisor for feedback and instruction, fulfilling all responsibilities assigned to me in an acceptable manner)
- **Employing** knowledge learned both on-site, through coursework, and through additional readings in order to successfully fulfill my contracted responsibilities (practical application of knowledge, seeking out appropriate additional literature)
- **Practicing** professionalism (timeliness, ethical behavior, working cooperatively with others)

**Grading:** All materials must be turned in to the Undergrad Psych Dept by Monday of Finals Week during the semester that hours are completed.

To be considered for an **A** in the course, I will turn in:

1. A completed **PSYC450 Hour Log** with all required signatures
2. A completed **evaluation form**, filled out by my supervisor
3. A **reflective paper** (5-8pgs, 75% of the paper will outline the goals of the agency, the approaches used, the staff and their qualifications, and a critique of the effectiveness of the program, 25% of the paper will discuss related psychological literature as it applies to my field work experience.)

To be considered for a **B** in the course, I will turn in:

1. A completed **PSYC450 Hour Log** with all required signatures
2. A completed **evaluation form**, filled out by my supervisor

Date submitted: \_\_\_\_\_ Semester/Year \_\_\_\_\_ / \_\_\_\_\_ I will contract to be considered for a grade of \_\_\_\_\_

Student: (signature) \_\_\_\_\_

Site Supervisor: (signature) \_\_\_\_\_

Internship Director (signature) \_\_\_\_\_

Department Chair: (signature) \_\_\_\_\_