

APPENDIX A:

PRACTICUM STUDENT/INTERN PARTNERSHIP AGREEMENT

An agreement regarding the practicum student/intern's work during this academic year will be signed and shared by the school psychology practicum student/intern, the School Psychology program at Loyola Marymount University and the School District's on-site "Field Mentor," who is a credentialed school psychologist employed full time at the above School District. The document will outline responsibilities:

University Supervisor responsibilities:

1. Ensure that practicum student/intern is qualified and competent for practicum/internship.
2. Meet with practicum student/intern regularly to review experiences and for remediation as needed.
3. Review program expectations with field mentor at the onset of field placement.
4. Maintain regular contact with field mentor to monitor practicum student/intern progress.
5. Conduct on-site visitation during the academic year at least once per semester.
6. Provide final evaluation of practicum student/intern for recommendation of credential.

Field Mentor responsibilities:

1. Provide at least 2 hours of regularly scheduled supervision time each week.
2. Help the practicum student/intern understand RATIONALE for actions and decisions.
3. Provide experiences and material needed for practicum student/intern to complete Practicum/Intern Learning Plan.
4. Keep university supervisor informed of practicum student/intern's progress.
5. Provide feedback to faculty for program improvement.

If opportunities for practicum students/interns to complete their Practicum/Intern Learning Plan (ILP) are not feasible within the district, the practicum student/intern will need to be released from the district in order to complete those activities. Such scheduling will be decided among the field mentor, practicum student/intern, and university supervisor.

The duration and schedule of this practicum/internship is to conform to the academic year of the school district, and daily schedule is to conform to the hours of a typical school psychologist, unless adjusted by all parties below. School Psychology practicum students/interns from LMU must not be used in place of hiring credentialed school psychologists.

There will not be pay for the practicum student/intern's time for days of the school year.