

Out of District and Online College/University RBHS Internship Approval Form

To be completed by the college/university field placement coordinator and submitted to Gretchen Smith, LISW - CP (gsmith@horrycountyschools.net).

This approval form must be submitted to Gretchen Smith by **May 1**st **for fall placements**. Failure to submit this form by the identified date may result in the request not being approved.

Date:		Student Intern Name:		
Type	of Internship:	☐ MSW - Advanced	☐ MSW - Foundations	\square Counselor
College/University:		Internship Start Date: Internship End Date:		
Detailed Internship Requirements (please be specific):				
School or Geographical Area Desired (please list two):				
College/University Field Placement Coordinator's Name:				
Field Placement Coordinator's Phone Number:				
	Field Placement Coordinator's Signature:			

Note: Your signature here denotes that you approve this student's internship based on the guidelines below and can provide evidentiary documentation.

- Program adviser and/or faculty recommendations: College/University must provide a letter recommending the student for internship.
- **Fingerprint Clearance:** College/University must have proof of **FBI** fingerprint clearance for the student.
- **TB Test Requirement:** College/University must have proof of a clear TB test for the student. TB clearance is accepted if cleared within a three year block of time to include the time frame of the internship.
- **GPA Requirement:** College/University must have proof that the student has a cumulative or overall GPA of 3.0 at the end of the semester preceding the internship.
- **Field Experiences:** College/University must have proof that the student has satisfactory completion and performance in all prior field experience placements.