

Practicum and Internship Questions

1. How do I find a Practicum/Internship site?

There is a list of potential practicum sites on the CSD website under Student Resources. Students are highly encouraged to select a site from this list. If for any reason you can not use a school on the list provided, you will need to contact the Practicum/Internship coordinator, Dr. Regina Nganga at rnganga@eiu.edu for alternative site approval. During orientation you will be required to submit your top 3 choices on the form provided in your orientation packet which you will receive in the mail. Be sure to have this form completed and bring it to the orientation meeting.

The school counseling faculty will then determine where you shall be placed for practicum/internship based on your selected choices.

Please do not contact the school until you get the final site approval from Dr. Nganga

2. What are the time commitments for practicum/internship?

- Practicum: You will meet with your practicum class for 1 ½ hours each week. You will also be required to meet with your university practicum supervisor for 1 hour each week outside of class time during a time assigned by the supervisor.
- You will spend 8-10 hours on-site per week. Check the manual for additional information of responsibilities.
- Internship: You will meet with your internship class bi-weekly (2 ½ hrs) for the entire class time. You will also be required to meet with your site-supervisor for one hour per week through out the period of internship. Check the manual for additional information of responsibilities.

4. Where can I get the manual for practicum/internship?

The link for the practicum/internship manual is available under student resources. It is **imperative** that you read this manual and refer to it for future reference or forms.

5. What is the breakdown of hours that I need to complete during practicum/internship?

- Practicum: 100 hours of supervised experience. This translates into 40 hours of direct contact, 10 hours of which involve running a group. Practicum instructors (in consultation with site supervisor and parents if needed) require that around 15-20 sessions be taped. If a student logs more than the required hours, 40 hours of indirect experience can be carried over to internship.
- Internship: 300 hours of supervised experience. This translates into 120 hours of direct contact and 180 hours of indirect. Class time is usually bi-weekly.

6. What is included in direct and indirect service hours?

Direct:

- Individual, group and family counseling
- Consultation with parents or teacher
- Guidance activities with students present
- Instructional (preventative) intervention

Indirect Hours:

- Contact with clients other than counseling
- Staff meetings and consultations with liaisons
- Peer review of tapes
- Observations
- Report writing and administrative duties
- Individual supervision (on-site)
- Professional development

7. When should I start at my practicum site and how soon should I begin counseling?

- It is best to start at your practicum site as soon as you can, preferable the first week of classes. If you can begin training the week before classes start (especially with practicum), you will be able to obtain clients sooner. This will reduce your stress and ensure you begin the process of seeing clients/students as quickly as possible. As a school practicum/internship student you can assist the school counselor with non-direct activities before school begins.
- NOTE: School counseling students who are not teacher certified must pass the basic skills test and sign up for a background check before starting practicum. The Dean's office has the forms for these requirements.

8. What about the Alternative Certification for School Counseling?

School counselors can be paid during the internship as a Certified School Counseling Intern. There are three paths to this certification:

- If you already hold a master's degree in a related program, you simply need to be qualified to take internship.
- If you are teacher certified, you simply need to be qualified to take internship.
- If you are seeking our master's degree in school counseling and neither hold a master's degree nor are teacher certified, then you must take SPE 2000, EDF 5500 and 5510 before you are qualified for this certification.

*** If you or your site supervisor have any questions please contact Dr. Regina Nganga at rnganga@eiu.edu**