

**COLUMBIA UNIVERSITY SCHOOL OF SOCIAL WORK
FIELD INSTRUCTOR'S EXPERIENCE OUTLINE**

Please complete this form if you are taking the Seminar in Field Instruction (SIFI) or confirming that you have already completed a SIFI course.

DATE: _____ LMSW? YES NO LCSW? YES NO

NAME: _____

POSITION: _____

AGENCY _____

AGENCY TELEPHONE NO.: _____

EMAIL: _____

The policy of the School requires new field instructors to complete a 12-session Seminar in Field Instruction. Courses in supervision do not meet the School's requirement.

I have have not taken a Seminar in Field Instruction.

If you **have** satisfactorily completed a recent Seminar in Field Instruction at a Graduate School of Social Work, this may meet the School's requirement. Please complete the following information:

SCHOOL OF SOCIAL WORK WHICH SPONSORED SEMINAR: _____

INSTRUCTOR: _____ ACADEMIC YEAR: _____

NUMBER OF SESSIONS ATTENDED: _____

If you have a copy of your certificate of satisfactory completion of the Seminar, attach it to this form.

If you **have not** completed a Seminar in Field Instruction at a Graduate School of Social Work please indicate the following information:

- I will be supervising a Direct Practice or a Clinical Student in January. Specify the days you are available to take the Seminar, and **number them in order of preference**. You will be scheduled for a Seminar on one of these days.
- 9:30-11:30AM Wed. 2:00-4:00PM Tues.

Attach a resume and a copy of your SIFI certificate (if you have one) and return to **Jennifer Harp** to the address below or fax (212-851-2330). *Please note that a confirmation email will not be sent until the middle of January.*