



**Mercer University/Atlanta  
College of Continuing and Professional Studies  
Department of Counseling and Human Services  
School Counseling Program**

**FIELD EXPERIENCE POLICY STATEMENT**

The School Counseling Program has the following policy regarding completion of hours for field assignments in **COUN 639: School Counseling Practicum**

1. Students must complete the entire **150** hours of observation and participation in order to receive credit for the field placement activities.
2. The **150** hours must be completed over a minimum of 10 weeks.
3. Completion of the *150 hours* does not guarantee that all credit will be received for the field assignment requirement. It does guarantee that the student will be eligible to earn the credit awarded based on the quality of the written work submitted and the site and faculty supervisor evaluations.
4. Excused absences may be made-up at the cooperating supervisor's convenience.
5. The site supervisor will be responsible for verifying the number of hours spent on site.
6. The site supervisor must provide the student with a total of one hour of one-on-one or dyad supervision per week.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Site Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Instructor Signature

\_\_\_\_\_  
Date