



SCHOOL OF SOCIAL WORK  
**FIELD EDUCATION**  
UNIVERSITY OF MICHIGAN

**Introduction to Field Education Webinar**

U-M SSW - Office of Field Education

**Students Starting Field Fall 2026**

**On Campus and Local Online MSW Students**

April 27, 2026 | 5-630pm (ET)

# Announcements

- This virtual info session is for Fall field start students. If you begin field Winter 26, save the date for 9/8/26 from 5-630p (ET)
- Please save questions for the Q&A time as your questions may be answered during the presentation. The chat will not be monitored during the presentation

# Agenda

- **Introductions**
- **Define Field Education**
- **The Placing Timeline and Expectations**
- **Discuss what you can start now to prepare**
- **Employment Based Placements**
- **Field Application and Considerations**
- **Preparing for your Field Placement Once Placed**
- **Additional Considerations**
- **Q&A**



# Introductions



**Erin Khang**  
Director of Field  
Education

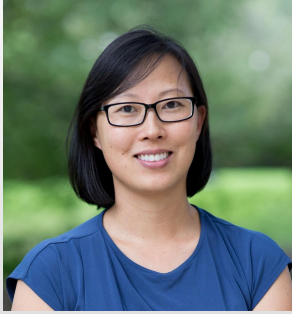


**Cerise Carrington**  
Asst Director of  
Financial Aid



**Michelle Woods**  
Director MSW  
Student Career  
Services

# The Office of Field Education Team



**Erin Khang**  
Director of Field Education &  
Clinical Assistant Professor  
she/her



**Yatesha (Yanni) Robinson**  
Online Assistant Director  
she/ her



**Christina Dadswell**  
Residential Assistant Director  
she/her



**Claire Peterson**  
Field Coordinator  
she/her



**Chi Tran**  
Program Assistant  
she/her



**Sara Castillo**  
Office Manager  
she/her



# The Office of Field Education Team



**Aimee Vantine**  
Field Faculty  
she/her



**Amy Burandt**  
Field Faculty  
she/her



**Feyi Adunbi**  
Field Faculty - Online  
she/her



**Miriam Connolly**  
Field Faculty  
she/her



**Mona Berry**  
Field Faculty - Online  
she/her



**Talia Dyerly-Ingham**  
Field Coordinator  
she/her



**Rachel Naasko**  
Field Faculty  
she/her



**Rosalva Osorio Cooksy**  
Field Faculty  
they/she



**Stacy Peterson**  
Field Faculty  
her/she



**Zaynab Boussi**  
Field Faculty  
she/ her



# What is MSW Field Education?

Field education is the applied experiential learning portion of the MSW curriculum.

## Goals:

- Develop [CSWE Social Work Competencies](#) and Skills
- Develop transferable skills in a field placement that aligns with your primary pathway
- Apply and practice classroom concepts to real world settings



# Your Field Team

- **UM SSW Field Faculty:** the professor overseeing your field placement from the school. They are the professor on record, provide your field grade, and are your point of contact during field
- **Agency Field Instructor:** the qualified MSW instructor who will meet with you regularly to provide tasks and connect the learning to the MSW competencies
- **Agency Task Supervisor:** this can be another MSW or a non MSW at your field who supports your field placement tasks



# Field Hours and Credits

Please refer to your [course planning worksheet](#)

## Field Credits-Hours Conversion Chart

Foundation Field (SW 515) = 2 Credits

$$1 \text{ Credit} = 114 \text{ Hours}$$

$$2 \text{ Credits} = 228 \text{ Hours/Term}$$

$$228 \text{ Hours} \div 14 \text{ Weeks} = \text{Aprx. } 16.5 \text{ Hours/Week}$$

Advanced Field (SW 691) = 12 Credits

$$1 \text{ Credit} = 56 \text{ Hours}$$

$$4 \text{ Credits} = 224 \text{ Hours/Term}$$

$$5 \text{ Credits} = 280 \text{ Hours/Term}$$

$$6 \text{ Credits} = 336 \text{ Hours/Term}$$

$$\text{Total Hours} \div 14 \text{ Weeks} = \text{Number of Hours/Week}$$

Non-Advanced Standing: 900 Total Field Hours

Advanced Standing: 672 Total Field Hours



# Placing Timeline

- 5/11/26: Applications Open- you will receive an email with directions and the link to apply
- 5/11 - 5/22: [Field Office Placing Drop in Zoom sessions](#) - no appt needed
- 5/22/26: Field application due
- 5/29/26: No further field applications will be processed, you will be notified of the need to delay field to the next semester



# Placing Timeline

- 6/5/26: All should be in contact with their assigned placing faculty and sent to a first option
- 6/5 - 8/7/26\*: Placing cycle for all

\*We will continue the placing process as needed past this deadline



# Things you can start now to prepare



# Review the Technical Standards & Conduct Policy

1. Communication
2. Intellectual & Cognitive Skills
3. Emotional & Behavioral Readiness



# Prepare Your Resume

**Resume:** Same as any other resume, but with any social work experience or skills emphasized

- **Please ensure you use your UMich email address on your resume.**
- The Office of Career Services website has [resume guidelines and examples](#)



# Prepare Your Goal Statement

**Goal statement:** 1-2 page written statement that is shared with potential field placements to give them an idea of your knowledge, skills and interests

- Follow the [goal statement guidelines](#) to compose
- Feel free to reach out to the SSW Writing Skills/Study Skills coordinator: [SSW Writing Assistance](#)



# Begin to Plan Your Schedule and Make Necessary Arrangements

This can include but is not limited to:

- reduce your current work schedule to accommodate the required 16-24 hrs/week which occurs during normal business hours
- establish any caregiving plans
- determine your transportation needs/plans



# Employment Based Placements (EBPs)



# Employment Based Placements

- Some may wish to explore whether your current employment can also serve as your field placement
- Please review our [recorded EBP Webinar](#)
- Major requirements include:
  - you are employed at the time of the field application process
  - your proposed employment based placement can meet your planned pathway and CSWE competencies
  - your agency is willing to pursue the approval process
  - your agency is willing to support the number of field hours required
  - your agency has a qualified MSW on staff

# Online Field Application



# Field Application

**The first question will determine which version of the application you will proceed with:**

“Are you interested in an employment-based field placement at your current place of work where you engage in social work activities? (Please note that this option will require additional paperwork later.)”



# For those not pursuing an EBP

**This will be the vast majority of you**

- You will be asked to rank and describe your first and second priorities (weekly schedule, setting, and practice opportunities). This will aid your placing field faculty in the process



# For those not pursuing an EBP

Next, you will need to rank your top 3 choices based on the available agencies

- Filter by Pathway (and Special Program if that applies)
- Additional Filters are available if helpful: Transportation, Stipend, Program Details, and Location.
- We recommend you be as open as possible and consider agencies you may not have typically considered



# After You Apply

(check your umich email regularly)

**Application review by  
UM Field Faculty connected  
to your first choice**

Field Faculty may reach out with questions or suggestions based on the agencies you ranked.

**Resume /  
Goal Statement  
Sent to Agency**

Materials are sent to the highest ranked agency you selected that is still accepting students.

All students should receive their first interview offer from Field Faculty by 6/5/26

**Interview Offer or  
Decline**

[Click here for more  
interview prep  
information](#)

If the agency declines to offer an interview, your placing field faculty will move forward with the next available option

**Placement Offer or  
Decline**

Congratulations if offered!  
If you are not offered, your field faculty will provide any feedback and connect regarding moving forward with the next available option.  
\*Your field faculty may change based on the agency you commit to



# Please do not reach out to agencies directly

Our office maintains relationships with our contracted agencies and it is important for us to maintain our established communication channels and expectations.

Thank you in advance for your cooperation.



# Placing Considerations: Agency

- Field instructor/Agency availability
- Training program cycle
- Changes in funding
- Staffing changes
- Previous experience with students



# Placing Considerations: Student

- Program schedule
  - School placements require 20 mo students
  - Hospitals and private practices: 16 mo
- Student availability / transportation resources
- Student's pathway
- Related experience
- Professionalism



# What if I am not offered a placement?

- You are not guaranteed one of your ranked choices. It is a guide to understand your preferences but is dependent on multiple factors
- Reach out to your field faculty to discuss your situation and circumstance
- Your assigned field faculty can provide any feedback received and offer support



# What if I am not offered a placement?

- Field faculty work as a team. We will work together to find the next opportunity for you.
- Students who refuse two viable options that align with their pathway or are unsuccessful following two interview attempts will meet with their placing Field Faculty and the Field Director (or Assistant Director).



# Travel Considerations

- “Local” options are within 45-60 min of the main Ann Arbor campus. (Most are in Ann Arbor, Ypsilanti, and Detroit)
- Most students travel an average of 30 to 60 minutes one way to get to field. **Please plan accordingly**
  - You are responsible for your transportation to your field site
  - If you don't drive or have a car, indicate this on your application, as this does limit options
  - Transportation options include carpooling and public transportation



# Disability Accommodations

- Each student has a right to an inclusive and accessible education. The field office is passionate about fostering the academic success of all students.
- The University of Michigan recognizes disability as an integral part of diversity and is committed to creating an inclusive and equitable educational environment for students with disabilities and neurodiversity.



[Services for Students with Disabilities](#) 734-763-3000 or email  
[ssdoffice@umich.edu](mailto:ssdoffice@umich.edu)  
(or Emily Wisler directly at [ewisler@umich.edu](mailto:ewisler@umich.edu))

# Once Placed - Preparing for Your Field Placement



# Before Starting Field

- Review the content on the [Prepare to Start website](#)
- Read: [Are You a Joy?](#)
- Check in with the agency field instructor before the start date regarding any additional requirements

## *Examples*

- Health screenings & drug testing
- Background checks



# Before Starting Field Continued

- Ensure you are checking and responding to emails from your umich account throughout the winter to ensure timely communication
- **You will receive an email regarding your mandatory Pre-Field Orientation meeting which will occur at the beginning of the Fall semester**



# Additional Considerations

# Hospital Placements

[Hospital Based Placements Webinar Recording](#)

4/30/26 (5-6 ET) Virtual Hospital Q&A Session [click here to register](#)

Require 3 days per week

Require students to be 16 mo track

# School Social Work Placements & Optional Specialization

More information:

[U-M Social Work in School Settings](#)



# School Based Placements

Require students to select the 20 Mo track

Follows the school calendar so field students are in field through June but do not enroll Spring/Summer term

# School SW Specialization Course Requirements

- Interpersonal Practice or Welfare of Children and Families Pathway \*
  - SW 626 School Social Work Assessments
  - SW 628 School Social Work Interventions
  - SW515/SW691: 500 Field Hours of direct service with children and youth.

\*Exceptions can be made for students in the Community Change pathway and the Global pathway, if the field placement can accommodate 500 hours of direct practice with children and youth, and a meeting is held with Beth Sherman to formulate a specific plan.



# Approval Process

- State of Michigan School Social Worker Approval Process: [Form 310 Recommendation for Temporary Approval Request Form](#)

Other States' Requirements: Each state has its own requirements for school social workers, please check your state's department of education website for details.



# School SW Resources

- [School Social Worker Specialization](#)
- [School Social Worker Form 310](#)
- [School Social Workers Association of America](#)
- [Michigan Association of School Social Workers](#)





- Beth Sherman, MSW, LMSW  
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School Social Worker Specialization  
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# Faculty Leads



# Additional Resources

PLEASE REVIEW OUR WEB RESOURCES:

[\*Incoming Field Students Page\*](#)

Preparing your application materials

[Resume Tips](#)

[SSW Writing Assistance](#) for Field Goal Statements

[Composing and submitting your field application](#)

[Interviewing](#)

[Preparing to start](#)



# Additional Resources

- [International Student Field Placement Information](#)
- **Letters of Recommendation** - occasionally requested by field site
- **Undocumented Status**
  - U-M SSW Office of Student Services ([ssw-oss@umich.edu](mailto:ssw-oss@umich.edu))
- **Licensing and Career Planning**
  - [Association of Social Work Boards](#)
  - [National Association of Social Workers](#)
  - [SSW Career Services](#) - [ssw-cso@umich.edu](mailto:ssw-cso@umich.edu)



# Thank you!

**Office of Field Education  
(OFE)**

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