**WEST CHESTER UNIVERSITY**

**Graduate Social Work Department**

*Monthly Practicum Timesheet & Supervision Log ~* ***Specialized Year*** *~ AY 2023-2024*

On average, students are expected to attend practicum an average of \*18 hours per week for 14 weeks, a total of 252 hours over the course of the semester. At least once per week, students are required to meet with their practicum instructor for approximately one hour of supervision. This log must be submitted to the Faculty Practicum Liaison monthly.

Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Month: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Week 1**

|  |  |
| --- | --- |
| **Dates & times at practicum** *(indicate time of supervision)* | **# of hours** |
|  |  |
|  |  |
|  |  |
|  |  |

**Week 2**

|  |  |
| --- | --- |
| **Dates & times at practicum** *(indicate time of supervision)* | **# of hours** |
|  |  |
|  |  |
|  |  |
|  |  |

**Week 3**

|  |  |
| --- | --- |
| **Dates & times at practicum** *(indicate time of supervision)* | **# of hours** |
|  |  |
|  |  |
|  |  |
|  |  |

**Week 4**

|  |  |
| --- | --- |
| **Dates & times at practicum** *(indicate time of supervision)* | **# of hours** |
|  |  |
|  |  |
|  |  |
|  |  |

**Week 5**

|  |  |
| --- | --- |
| **Dates & times at practicum** *(indicate time of supervision)* | **# of hours** |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Total monthly hours** |  |
| **Cumulative semester hours** | **/252** |

I certify that this accurately represents the hours of practicum and supervision.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Practicum Instructor Signature Date**

*\*Please note that some practicum sites may require up to 24 hours/week (e.g., a medical/hospital or outpatient/clinical therapy setting). We would honor this hour requirement by the site. Students are notified of this requirement prior to attending practicum.*