

**Portland State University
School of Social Work
BSW Program**

Course Completion for Field Practicum (SW400) Policy

A BSW social work student who is a major in our program must have taken the following social work courses: SW301, SW439, SW491, SW441, SW492, SW440 and received a grade of "C" or better before the student can enroll in SW400 Field Practicum or SW 430 Generalist Practice. SW 400 Field Practicum must be taken concurrently with SW 430, SW 431, SW 432 Generalist Practice I, II, III. There may be exceptions to this policy on a case by case situation. Please complete the "Exception to Field Policy Form" to request an exception.

Exception to Field Policy Form

I am seeking an exception to the Course Completion for Field Practicum (SW400) Policy in order that I may enroll in SW400 Field Practicum course in the following term: _____

Course Missing: _____

I am requesting this exception due to the following reasons:

My plan to complete the required course is: _____

Student Signature: _____ Student ID#: _____

Advisor Signature: _____

BSW Program Director: _____

Date: _____

Action Taken: Approved Not Approved (state reason)

Cc: student file

File path: SSW/Common/BSW/Forms & Publications

REV 6/10/09