



Dear Field Educator,

We appreciate your interest in working with our Masters in Social Work students.

Program: 9:00 A.M. – 12:00 PM.

An Orientation for **all field instructors and task supervisors who are either new to our School or who are supervising an MSW student for the first time** will be held on **Friday, September 9, 2016**, from 9:00 a.m. to 10:30 a.m. We look forward to meeting you and to reviewing our program with you.

**First Time Field Instructors**

All field instructors who have never before supervised an MSW student are **required** to take the **Seminar in Field Instruction (SIFI)**, a fourteen-hour seminar (7 sessions). **The first session of the seminar will be offered on Friday, \*Sept. 9, from 10:45 a.m. to noon, following the Orientation mentioned above.** This session will provide an opportunity for you to meet your SIFI instructor and your Seminar classmates and counts as one of the seven sessions.

**Section 1**                      **West Hartford Campus**  
**Time:**                              9:00 A.M. – 12:00 P.M.  
**Scheduled Day:**                Wednesday  
**Dates:**                              9/28, 10/19, 11/16, 12/14  
    **\*9/9 (session one) see above**

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**Section 2**                      **West Hartford Campus**  
**Time:**                              9:00 A.M. – 12:00 A.M.  
**Scheduled Day:**                Thursday  
**Dates:**                              9/29, 10/20, 11/17, 1/12  
    **\*9/9 (session one) see above**

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**Section 3**                      **West Hartford or Middletown (depending on where the need is)**  
**Time:**                              9:00 A.M. -12:00 P.M.  
**Scheduled Day:**                Friday  
**Dates:**                              9/30, 10/14, 11/4, 12/9  
    **\*9/9 (session one) see above**

**NOTICE: The dates on this calendar are subject to revision and change by the Administration of the School of Social Work and the University of Connecticut at any time. MAKEUP DATE: FRIDAY, FEBRUARY 3, 2017**

Room numbers will be posted the first session of each class in the lobby of the School of Social Work building. Please use the attached form to sign up for both the SIFI course and/or an Orientation Session.

Our school has a reciprocal SIFI arrangement with the New York and New England schools of social work. If it is more convenient for you to take this seminar at one of the other schools, please contact the Field Education Office at (860) 570-9161 to let them know where you will be taking the course.

The Seminar provides an opportunity for learning and a forum for the mutual exchange of ideas and concerns related to acquiring the role, knowledge and skills of field teaching. A certificate is awarded for successful completion of the course. This certificate is recognized by our School as well as by schools of social work throughout the New England Region.

*School of Social Work Policy on CECs:* Any field instructor who wishes to receive CECs for the SIFI **must attend 100% of the 14 hour seminar**, complete an application and pay a \$15.00 recording fee **at the last class**. Attendance is taken at each session.

In order to receive a certificate (but not the CECs) you **must attend 80% of the total number of hours of the seminar**.

Sincerely,

Cheryl Jackson-Morris, MSW  
Director of Field Education