



## Application Procedures for Practicum & Internship

### **O** Complete Practice Orientation

#### ***Starkville***

- O** Send required e-mail to Clinical Coordinator  
*Dr. Justice* ([cjustice@colled.msstate.edu](mailto:cjustice@colled.msstate.edu)) &  
Clinical Assistant (Savannah Trice, [st445@msstate.edu](mailto:st445@msstate.edu))

(Name, MSU NET ID, Concentration, Place of practicum or internship you are applying for, semester and year you wish to enroll)

- O** **must be prior to official deadline**

#### ***Meridian***

- O** Send required e-mail to Clinical Coordinator  
*Dr. Hall* ([khall@meridian.msstate.edu](mailto:khall@meridian.msstate.edu))

(Name, MSU NET ID, Concentration, Place of practicum or internship you are applying for, semester and year you wish to enroll)

- O** **must be prior to official deadline**

### **O** Complete Application package

- O** Complete all information on Practicum or Internship application forms
- O** Proof of Liability Insurance
  - O** That covers the semester you are applying for (Practicum & Internship)
- O** Supervision Agreement form signed by **all** Required Individuals
- O** All required Signatures on the Application
  - O** On Site Supervisor
  - O** Academic Advisor

- O Coordinator Signature
  - O Site Supervisor Resume
  - O Give application package to Clinical Coordinator
  - O **must be prior to official deadline**
- O Application Deadlines
  - O July 1<sup>st</sup> for Fall Fieldwork
  - O November 1<sup>st</sup> for Spring Fieldwork
  - O May 1<sup>st</sup> for Summer Fieldwork
  - O Applications must be submitted to the Clinical Coordinator for approval **PRIOR** to the official deadline
  - O **Application will not be accepted after the official deadline**