# Field Study Process: Steps to Success

## Research
- 3 quarters in advance
- Review opportunities in the Field Study Catalog & go to events
- Prepare or update your resume and cover letter

## Apply
- 1-2 quarters in advance
- Apply directly to at least 6-8 community partners of interest
- Confirm offers
- Consider offers
- Confirm you understand your role at the site
- Select
- 1-2 weeks prior to deadline
- Confirm dates and hours with your site supervisor

## Enroll
- Enroll via WebReg or Summer Sessions during window
- Submit Course Enrollment Form by the deadline

## Field Work Evaluations Due
- Dec 7th
- March 15th
- June 7th

## Course Dates
- **Fall 2018**
  - Research and Apply to Sites: Jan-July
  - Course Enrollment Form Deadline: Aug 10
  - Enroll for Field Study: Upon E-mail Authorization
  - Field Study Site Placement Period: Sep 24-Dec 7
  - Hours to complete: 100 hours total
  - Field Work Evaluations Due: Dec 7th
- **Winter 2019**
  - Research and Apply to Sites: April-Oct
  - Course Enrollment Form Deadline: Nov 9
  - Enroll for Field Study: Upon E-mail Authorization
  - Field Study Site Placement Period: Jan 2—March 15
  - Hours to complete: 100 hours total
  - Field Work Evaluations Due: March 15th
- **Spring 2019**
  - Research and Apply to Sites: Aug-Jan
  - Course Enrollment Form Deadline: Feb 15
  - Enroll for Field Study: Upon E-mail Authorization
  - Field Study Site Placement Period: March 26—June 7
  - Hours to complete: 100 hours total
  - Field Work Evaluations Due: June 7th
• Sites not listed in Field Study Catalog WILL NOT BE APPROVED!
• STUDENTS WHO HAVE ENROLLED BUT HAVE NOT MET PRE-REQS OR DEADLINES WILL BE DROPPED
• Students MAY NOT change placements after the course enrollment deadline
• PRIORITY ENROLLMENT: Should field study enrollment reach maximum priority will be given to graduating seniors
• Any hours worked before the placement period WILL NOT be credited
• Students are RESPONSIBLE for meeting all deadlines. Including ensuring supervisors submit field work evaluations by the deadline

ACADEMIC REQUIREMENTS

• ATTENDANCE TO ALL CLASSES FOR 195 IS MANDATORY!
• Students are RESPONSIBLE for reviewing minimum field study standards at: https://fieldstudy.soceco.uci.edu/pages/minimum-standards
• Field study is graded on Pass/No Pass basis only

TIPS

• Do a self assessment of your career and personal goals to make the most of this opportunity! Accept a placement offer that is most closely related to your goals and interests.
• You may need an interview, background check, documentation of health or other requirements. When applying it is recommended to include deadline date, placement period, number of hours per week you will be at the site and why you are interested in their organization.
• Approximately 5 business days after the course enrollment form deadline you will receive an email authorizing you to enroll in 195 and/or 195W

HELPFUL RESOURCES

UCI Division of Career Pathways: http://www.career.uci.edu/
Field Study Website: http://fieldstudy.uci.edu/
  -Field Study Catalog
  -Field Study Course Enrollment Form
School of Social Ecology current students: https://students.soceco.uci.edu/
  -Workshops

FIELD STUDY

SE 195 PREREQUISITES
• Social Ecology 10 is required
• Social Ecology 13 is recommended
• Declared major in the School of Social Ecology
• 2.0 GPA
• Junior standing (90+ units)
• Accepted a placement at listed Field Study Community Partner
• Submitted course enrollment form by deadline
• For 195W - Lower Division Writing

UNITS & HOURS BREAKDOWN
• Each 25 hours of field work completed =1 unit of academic credit
• 4 units of Social Ecology 195 Field Study and 100 hours of field work are required for graduation
• Field study can be taken for 2-8 units
• Field Study may be repeated for up to 24 units
*If Participating in UCDC/UCCS hours 4 units=200 hours & 8 units=320 hours

FIELD STUDYWalk-in Hours:
Check Website at:
https://students.soceco.uci.edu/pages/advising
Advanced appointments: 949-824-6861
O Drive-Field Study-Forms-2018 Fall-2019 Winter Calendar