

A Student Guide to Field Study



The Field Study Program was developed as a School of Social Ecology undergraduate degree requirement to immerse students in rigorous, innovative, and engaged learning both in the classroom and through active participation in our community.

ABOUT FIELD STUDY

To complete their School of Social Ecology Field Study requirement, students enroll in a field study course while completing 80 hours of fieldwork throughout the quarter at an approved field placement site.



In the classroom, students engage with faculty and one another through lectures, discussions, writing, and presentations, synthesizing their fieldwork with theory, paradigms, and ideas learned in their coursework.

With faculty guidance, students explore and develop professional competencies that complement their fieldwork experiences and prepare students for future graduate school and career goals.

During field placement, supervisors provide guidance and mentorship to foster students' professionalism and community engagement, while students thoughtfully contribute to the organizations' programming and help support the communities the organizations serve.

Students have the opportunity to explore a career field, observe and participate in organizational operations, and develop their interpersonal and technical competencies in a supportive and professional learning environment.

FIELD STUDY STEPS TO SUCCESS

1 PLAN

- Select a quarter, be mindful of deadlines
- Prepare resume & cover letter
- Browse catalog of placement sites

2 APPLY

- Three months before the Course Enrollment Form deadline
- Apply to 3-6 sites
- Be professional & follow up

3 SELECT

- Consider placement offers
- Select a placement
- Accept an offer before the Course Enrollment Form deadline

4 SUBMIT

- Once a placement is SECURED
- Submit Course Enrollment Form by the appropriate deadline

5 ENROLL

- Enroll through WebReg once authorized and notified by our office

Summer 2023

Field Study Calendar

	Summer Session I	Summer Session II
Plan & Apply	Mar - Jun	Mar - Jul
Course Enrollment Form Opens	Monday, Jul 25	Monday, Sept 26
Course Enrollment Form Deadline	Friday, Jun 9 (or until seats reach capacity)	Friday, Jul 21 (or until seats reach capacity)
Deadline to Enroll	Friday, Jun 16	Friday, Jul 28
Placement Period	Jun 26 - Aug 3	Aug 7 - Sept 13
Hours Required & Deadline to complete	80 hours by Aug 3	80 hours by Sept 13
Final Evaluation Due	Friday, Aug 4	Friday, Sept 14

IMPORTANT NOTES

- Please keep in mind that Summer Session is broken down into two 5-week sessions: Summer Session I and II (SSI and SSII). Students are expected to complete their usual 80 fieldwork hours and accompanying course during only one 5-week session, averaging 16 hours of fieldwork per week.
- **For F-1 Visa International Students:** Visit the [International Center website](#) (before submitting a Course Enrollment Form) for information on [Curricular Practical Training](#): eligibility, deadlines, & submission process

2023 - 2024

Field Study Student Calendar

	Fall 2023	Winter 2024	Spring 2024
Plan & Apply	Jun - Aug	Sept - Nov	Nov - Mar
Course Enrollment Form Opens	Mon, Jul 10	Mon, Oct 9	Mon, Dec 4
Course Enrollment Form Deadline	Fri, Aug 25	Fri, Nov 10	Fri, Feb 16
Enroll (upon authorization)	Week of Sept 4	During enrollment window	During enrollment window
Placement Period	Sept 25 - Dec 8	Jan 3 - Mar 15	Mar 27 - Jun 7
Deadline to Complete Hours	Dec 8	Mar 11	Jun 7
Final Evaluation Due	Wed, Dec 13	Wed, Mar 20	Wed, Jun 12

IMPORTANT NOTES

- Spring field study typically has the highest enrollment and is the most competitive quarter for securing a field placement. Therefore, students who meet all prerequisites should consider completing their Field Study requirement during the fall or winter quarters.
- **For F-I Visa International Students:** Visit the [International Center website](#) (before submitting a Course Enrollment Form) for information on [Curricular Practical Training](#): eligibility, deadlines & submission process

Field Study Courses Overview



Pre-Requisites Applicable to All:

90+ units, completion of **SocEcol 10**, minimum **GPA: 2.0**
Declared Major in School of Social Ecology or ESNP
Course Enrollment Form submitted by deadline

SocEcol 195

- **4 units:** (coursework + 80 hours) fulfills Field Study requirement. Can be taken for 2-8 units (1 unit = 20 hours)
- **Must be taken:** P/NP
- **Class meetings:** 50-80 minutes/ week, up to 10 meetings/ quarter (usually 5-6 meetings)
- **Estimated time commitment:** 1-2 hours/ week outside of class and fieldwork
- **Class paper/s:** 2,500+ words (+625 words for each extra unit beyond 4)

Additional Pre-Requisite

- Secure an approved placement

SocEcol 195W

- **4 units:** (coursework + 80 hours) fulfills Field Study and Upper Division Writing. Can be taken for 4-8 units (1 unit = 20 hours)
- **Must be taken:** letter grade; 'C' or better
- **Class meetings:** 50-80 minutes/ week, 10 meetings/ quarter
- **Estimated time commitment:** 2-3 hours/ week outside of class and fieldwork
- **Class paper/s:** 4,000+ words (+625 words for each extra unit beyond 4)

Additional Pre-Requisites

- Lower Division Writing
- Secure an approved placement

SocEcol 104W/106W

- Fieldwork is supervised by faculty instructor and is integrated into the course
- **4 units:** (coursework + 80 fieldwork hours) fulfills Field Study and Upper Division Writing
- **Must be taken:** letter grade; 'C' or better
- **Class meetings:** 50 minutes/ week, at least 10 meetings/ quarter
- **Estimated time commitment:** 1-2 hours/week outside of class and fieldwork
- **Class paper/s:** 4,000+ words

Additional Pre-Requisites

- Lower Division Writing
- Obtain instructor pre-approval for fieldwork

Fieldwork Roles and Expectations

Placement Supervisors Will:

- Provide a safe and supportive learning environment
- Assign roles and duties through which students can develop both technical and soft skills
- Clearly communicate expectations and responsibilities to students
- Provide adequate training and instruction for all assigned roles and duties
- Adhere to Field Study program timelines and guidelines
- Provide weekly 1:1 supervision, feedback, and mentoring
- Openly address student concerns and communicate concerns to the field study office as needed
- Confirm student placement hours and submit final evaluations after discussing feedback with student interns
- Nominate outstanding students for recognition

Student Interns Will:

- Be active participant observers
- Be professional, engaged, and inquisitive
- Respect and adhere to agency and UCI policies
- Support agency needs and goals through structured, supervised activities
- Regularly check in and report progress to their assigned supervisors
- Communicate concerns or challenges to their placement supervisors
- Complete hours based on the number of units they have enrolled in
 - 1 unit = 20 hours
 - Ex: 4 units = 80 hours



Earning APPLAUSE in Field Study



A guide to fieldwork learning goals for students



Apply assigned fieldwork activities to the organization's broader goals and outcomes

Why is this task important and how will its completion help the organization meet a short or long-term goal?

Prepare for the culture, norms, and etiquette of the workplace

How do professionals in this field typically interact and communicate amongst themselves and with clients/stakeholders?

Practice communication, leadership, and collaboration skills

Develop and strengthen verbal and written communication, teamwork, and leadership skills.

Learn technical skills and competencies relevant to this field

Develop a basic knowledge of relevant skills and competencies for professionals in this field.

Acknowledge the challenges and benefits of careers in this field

What are some pros and cons associated with working in this field?

Understand career opportunities within this field

What are the different career options within the field and the paths toward reaching them?

Spend time with key personnel in the organization through meetings and observations

Gain exposure to various professionals, stakeholders, and clients through observations, informational interviews, and participation in meetings and other activities.

Examine how social problems are identified and addressed within this field

How does this organization's work directly and indirectly support the community?

Additional Info & Resources

KEEP IN MIND...

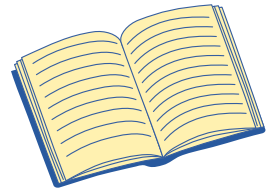
- Students are responsible for meeting all deadlines, including ensuring that evaluations are received by the deadline
- Field Study may be repeated for up to 12 units
- If participating in UCDC/UCCS hours, 4 units = 200 hours & 8 units = 320 hours



- PRIORITY ENROLLMENT: if enrollment reaches capacity, priority will be given to graduating seniors
- Any hours completed before the placement period WILL NOT be credited
- Students may not change placements after the course enrollment deadline

HELPFUL RESOURCES

- [UCI Division of Career Pathways](#)
 - [Resume help](#)
 - [Writing a cover letter](#)
 - [Interview practice](#)
- [Field Study Website](#)
- [Field Study Catalog](#) and [Field Study Course Enrollment Form](#)
- [School of Social Ecology workshops](#)



CONTACT US

<https://fieldstudy.soceco.uci.edu/pages/advising>

Chat or meet with an advisor

Email us anytime at

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