

The UCI logo is centered on a white, multi-lobed circular background. The letters 'UCI' are in a large, bold, dark blue font. Below them, the tagline 'Bright Past. Brilliant Future.' is written in a smaller, bold, dark blue font. The entire logo is set against a dark blue background with a subtle, lighter blue circular pattern.

UCI
**Bright Past.
Brilliant Future.**

Field Study
Summer 2022
Information Session

Attendance Form

We will be starting shortly. Please fill out the Attendance Form — link in chat!



Field Study Information Session Agenda

- Summer 2022 - Latest Updates
- What is Field Study? - A Requirement Overview!
- Field Study Steps for Success, including:
 - Procedures and Timeline
 - Field Study Options & Catalog Overview
- Guest Speakers:
 - Dmitry Tsukerman, Field Study Director- AFS
 - Emily Leeb -UCDC AND UCCS
- Live Q&A

Field Study Overview

- Field Study is a graduation requirement for Social Ecology and ESNP students.
 - 4 units of SE 195/195W/106W + 80 fieldwork hours satisfy the requirement**
 - Course + placement hours must be completed at the SAME TIME
 - No retroactive credit for hours completed previously
 - Students are responsible for securing their own placement, with the support of the field study office.

***Other course options are available, check out the [Field Study Options](#) page for more information.

Field Study Important Reminders

- Continuing **in-person** field placements
 - Limited number of remote and hybrid options
- **80** hour fieldwork requirement for **4 units of SE195/195W/106W**
- Order of procedures:
 1. Find and secure a placement **FIRST!**
 2. Submit your placement & request enrollment through the **Course Enrollment form**
 3. If approved through email, you will be able to enroll at your convenience. (SUMMER ONLY)

Advanced Field Study

- Led by Associate Professor Doug Houston
- Three quarter Field Study experience
 - Fall: SE 195A, counts as elective units
 - Winter: SE 195B, satisfies Field Study requirement
 - Spring: SE 195CW, satisfies upper-division writing (C or better)
- Will be matched with a community partner
- Prerequisites
 - Minimum of 3.0 GPA
 - Major within School of Social Ecology or ESNP major
 - SE 10 (Summer '22 or earlier)
 - Lower division writing (before Summer '22)
 - 90+ quarter units (by the end of Summer '22)
- Opportunity to conduct a research project
- Applications now open!

Field Study Steps to Success

1. Plan
2. Apply
3. Select
4. Submit
5. Enroll

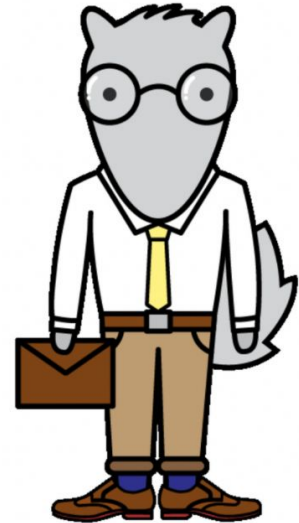


Field Study Steps to Success

Step 1: Plan

Plan

- Select a quarter: When will you be participating in field study?
- Assess your [Field Study Options](#)
- Verify your eligibility
- [Explore your career interest](#)



- Download a copy of the Student flyer -

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 about 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' professionalization and community engagement, while students thoughtfully contribute to the organizations' programming and help support the communities they 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, professional learning environment.



UCI School of Social Ecology

2021 - 2022 Field Study Student Calendar

	Fall 2021	Winter 2022	Spring 2022
Plan & Apply	Jul - Aug	Aug - Oct	Nov - Jan
Course Enrollment Form Opens	Monday, Aug 2	Monday, Sep 6	Monday, Dec 6
Course Enrollment Form Deadline	Friday, Sep 3	Friday, Nov 5	Friday, Feb 4
Enroll (upon authorization)	Week of Sep 13	Week of Nov 15	Week of Feb 21
Placement Period	Sep 20 - Dec 3	Jan 3 - Mar 11	Mar 23 - Jun 3
Hours Required & Deadline to complete	80 hours by Dec 3	80 hours by Mar 11	80 hours by Jun 3
Final Evaluation Due	Wed, Dec 8	Wed, Mar 16	Wed, Jun 8

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-1 Visa International Students: Visit the [International Center website](#), (before submitting a Course Enrollment Form) for information on [Particular Practical Training](#): eligibility, deadlines & submission process

UCI School of Social Ecology

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



<https://fieldstudy.soceco.uci.edu/pages/deadlines-procedures>

UCI Field Study



Fall '22

Winter '23

Spring '23

	Fall '22	Winter '23	Spring '23
<i>Plan & Apply</i>	July - Aug	Sept - Nov	Nov - Jan
<i>Course Enrollment Form Opens</i>	Monday, July 25	Monday, Sept 26	Monday, Dec 5
<i>Course Enrollment Form Deadline</i>	Friday, Aug 26	Friday, Nov 4	Friday, Feb 10
<i>Enroll (upon authorization)</i>	Week of Sept 5	During enrollment window	During enrollment window
<i>Placement Period</i>	Sept 19 - Dec 2	Jan 4 - Mar 17	Mar 29 - Jun 9
<i>Deadline to complete hours</i>	Dec 2	March 17	June 9
<i>Final Evaluation Due</i>	Wed, Dec 7	Wed, Mar 22	Wed, June 14

SUMMER '22 FIELD STUDY

	SUMMER SESSION I	SUMMER SESSION II
APPLICATION PERIOD*	March - May	April - July
COURSE OFFERINGS	SE 106W	SE 195, SE 195W
CEF** OPENS	Monday, April 4	Monday, April 4
CEF** DEADLINE	<u>Friday, May 27</u>	<u>Friday, July 15</u>
PLACEMENT PERIOD	June 21 - July 27	Aug 5 - Sept 7

*ALL DATES ARE SUBJECT TO CHANGE

**COURSE ENROLLMENT FORM

UCI Field Study

Field Study Enrollment Prerequisites

- SocEcol 10 or an equivalent course
- Junior or Senior Standing (90+ Units Completed)
- Declared major in the School of Social Ecology or Environmental Science and Policy Major
- 2.0 or above GPA
- Lower Division Writing *if requesting SE 195W or SE 106W*
- Accept and submit a placement by the Course Enrollment Deadline for the quarter of your choice

Field Study Steps to Success

Step 2: Apply

Apply

- 1-2 months prior to the deadline
- Apply to 3-6 sites
- Be proactive



Field Study Catalog Overview

Traditional Field Study Catalog

- Placements listed are non-profits, for-profits, private sector, and UCI campus-based
- Will be available year long and will be updated frequently

School of Social Ecology Based Placements, includes:

- Research Assistant Positions
- Learning Assistantships

Navigating the Traditional Catalog

- Traditional Placements are organized within 10 categories (see image) → several placements appear in multiple categories
- Students are welcome to apply to ANY placement, but an exception applies to **Environmental Science and Policy Majors**: Field Study Placements must be in one of the following areas:
 - Environmental
 - Planning
 - Public Policy

TRADITIONAL FIELD SITE CATEGORIES



CHILD & FAMILY SERVICES



CLINICAL/COUNSELING



COLLEGE STUDENT SERVICES



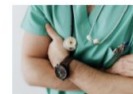
EDUCATION (K-12)



ENVIRONMENTAL, PLANNING, & POLICY



GENERAL COMMUNITY OUTREACH/SERVICES



HEALTHCARE SERVICES



HUMAN RESOURCES & I/O PSYCHOLOGY



LAW ENFORCEMENT



LEGAL SERVICES

Traditional Catalog Reference Guide

- Use the Catalog Reference Guide to search for sites:
 - i. Alphabetically
 - ii. By Category
 - iii. By City
 - iv. By Kind of Placement (In person, Remote, Hybrid)
 - v. By length of commitment

- **TIP:** Items to keep handy from the catalog:
 - Site Number
 - Supervisor Information
 - How to Apply!

TRADITIONAL FIELD STUDY SITE CATEGORIES

Click the icon below for a catalog directory and guide



FS Catalog Reference Guide

Site Name	Placement Category	
Acacia Adult Day Services	Healthcare Services	
Access California Services	Child/Family Services	1
Addicted to You	Clinical/Counseling	100
Adventures to Dreams Enrichment	Environmental, Planning & Policy	400
American Planning Association (APA)	Environmental, Planning & Policy	413
American Planning Association (APA) - Central Coast	Environmental, Planning & Policy	411
Anaheim Family YMCA	Child/Family Services	2
Anteater Recreation Center	College Student Services	200
Anteater Recreation Center	General Community Outreach & Services	200.1
APA/IT: A Division of Special Services for Groups	General Community Outreach & Services	501
Arthritis Foundation	Healthcare Services	601
Arthritis National Research Foundation	Healthcare Services	602
Asians for Miracle Manow Matches (AMM)	Healthcare Services	603
Assistance League of Irvine	General Community Outreach & Services	502
Boys & Girls Clubs of Garden Grove	Education (K-12)	300
Breakthrough San Juan Capistrano	Education (K-12)	301
California Department of Justice - LA CLEAR	Law Enforcement	800
Center for Student Wellness & Health Promotion	College Student Services	207
Child Abuse Services Team (CAST)	Child/Family Services	3
Child Development Institute Early Learning Center	Child/Family Services	4
City of Norwalk	Environmental, Planning & Policy	405
City of San Clemente, Planning Division	Environmental, Planning & Policy	412
City of Westminster, Planning Division	Environmental, Planning & Policy	406
Community Action Partnership of Orange County	Environmental, Planning & Policy	407
Corazon	General Community Outreach & Services	503

Sample Traditional Catalog Listing

ABOUT BEHAVIOR CONSULTING (SITE #25)



Accepting students for Fall: Yes **Winter:** Yes **Spring:** Yes **Summer:** Yes (SSI & SSII)

Placement type: In-person

Placements available: 1 **Length of Commitment:** 3 quarters

Physical Address (if applicable): 201 S Anita Dr, Suite 203 Orange Ca 92868

Hours of Operation: 2:30 - 8:00

Site Website: <https://abcaba.org>

Main Contact: Mr. Jose Perez

Title: Clinical Director

Email Address: jperez@abcaba.org

Phone: 714-975-0121

Recommending a New Site for Approval

- Site must meet the following criteria:
 - Complete the Site Placement Application
 - Please plan ahead & ask them to submit this form ASAP
 - No guarantee that the site will be approved
 - Sign a **Site Placement Agreement** (provided after we receive their application)
 - Assign **80 hours of supervised fieldwork for the quarter**
 - Be responsive to our office and submit the **End-of-Term Evaluation** to confirm the student has completed the 80 hour fieldwork requirement

The School of Social Ecology Based Placements Catalog



AVAILABLE NOW!

SUMMER 2022

SCHOOL OF SOCIAL ECOLOGY-BASED PLACEMENTS:

RESEARCH AND LEARNING ASSISTANT POSITIONS

[Research Assistant Clearance Request Form](#)

To be use when submitting research positions outside of the School of Social Ecology

OPPORTUNITY: Research Assistant	Virtual/Remote/Hybrid: Hybrid (mix of in-person and remote)
Placement Name: Mexican Long Beach Urban Lab	Summer Availability: SSI & SSII
Website: https://faculty.sites.uci.edu/rendon/rendon-urban-research-lab/	Placements available = 4
Supervisor Information	
Name: Maria G Rendon	
Title: Assistant Professor, Urban Planning & Public Policy	
Email Address: mgrendon@uci.edu	
Placement Information	
As part of this project, students will be asked to engage in newspaper archival research. We will focus on the years 1920-1940, during the first large Mexican immigration wave to southern California and their repatriation in the 1930s. Students will examine and identify local stories on the Mexican community in Los Angeles and Orange County. This research will examine rhetoric around the Mexican group to better understand the local context that shaped the social and economic integration/exclusion of the group. The analysis will inform Dr. Rendon's new Book.	
Requirements (subject to change)	
Students interested in racial/ethnic disparities, urban neighborhoods and segregation.	
How to Apply	
Email your resume and cover letter to mgrendon@uci.edu	

Apply: Tips to Keep in Mind

- Apply to 3-6 Sites
 - Organize your search
 - Have a top choice and a couple of back ups
- Follow Instructions
 - Pay close attention to the “How to Apply” section of the catalog
 - Always include the placement period dates for the quarter you are applying for
 - Ex: Summer Session I (June 21 to July 27)
 - Be prepared to send resume and cover letter with every email inquiry
- Follow Up
 - After 5 business days from your original inquiry
 - Call after 3 days from the follow up email
 - Be assertive NOT aggressive
- Be professional
 - Check grammar, tone and format of your emails, and other application materials.

Prepare your application materials using: Division of Career Pathways

- Work on your **resume and cover letters**
 - [RESUME AND COVER LETTER](#)
 - *Tip:* Use [VMOCK](#) - virtual resume assistant that gives you feedback within seconds
- Prepare for an **interview**
 - *Tip:* Use [Big Interview](#) - online system that combines training and practice to help you improve your interview technique and build your confidence
- Check out the [UCI Division of Career Pathways website](#) for resume and cover letter samples, advising, career readiness virtual workshops, and more!

Field Study Steps to Success

Step 3: Select

Select

- Consider offers
- Select a placement
- Accept an offer
- Select a field study course
(SE 195/SE 195W/SE 106W)



Accepting/Declining a Position

- **Always** include your gratitude and appreciation
 - Thank them for their time and interest in you
- If **accepting**, lead with an accepting statement, reiterate the terms of offer (i.e., start date), and show enthusiasm for position
- If **declining**, keep it simple and to the point
 - Try to let them know ASAP
 - Provide a brief explanation and avoid saying anything negative about the organization as your reason
 - Ex: “I accepted another position that better fit my research/interests.”

SE 195 vs. SE 195W

SE 195W

Pros: Completes 2 requirements in one course

Cons: Very work-intensive course for 4 units!

There are other Upper Division Writing course options, any course over 100 with a "W" will satisfy the requirement

SocEcol 195 Field Study

- 4 units of SE 195 (coursework + 80 fieldwork hours) fulfills the SE Field Study requirement
- Must be taken P/NP
- Class meets 50-80 minutes per week, up to 10 times per quarter
- Most sections meet 5-6 times per quarter
- Expect to spend approximately 1-2 hours per week on assignments (outside of class/fieldwork)
- Class paper/s = 2,500+ words (+625 words for each extra unit beyond 4)

SocEcol 195W Field Study + Upper Division Writing

- 4 units of SE 195W (coursework + 80 fieldwork hours) fulfills the SE Field Study + UDW requirements
- Must be taken for a grade; 'C' or better fulfills Upper Division Writing requirement
- Class meets for 50 minutes per week
- All sections meet 10 times per quarter
- Expect to spend approximately 2-3 hours per week on assignments, paper drafts, and building writing skills (outside of class/fieldwork)
- Class paper/s = 4,000+ words (+625 words for each extra unit beyond 4)

Field Study Steps to Success

Step 4: Submit

Submit

- Submit the [Course Enrollment form](#) to confirm your placement and provide your course selection.



Deadlines & Procedures

Forms and Applications

Catalog

Field Study

Forms and Applications

[View](#)
[Edit](#)
[Revisions](#)

SUMMER 2022 COURSE ENROLLMENT FORM

ATTENTION: Do not submit this form if you have NOT received and accepted an official offer from one of our approved placements. A copy of your submission will be sent to the site supervisor you list on the form. Submitting a placement without an official offer is grounds for academic dishonesty.

Submit a form before the CEF deadline assign to each session:

- Summer Session I - **Friday, May 27 at 11:59 pm**
- Summer Session II- **Friday, July 15 at 11:59 pm**

What to expect after you submit this form:

- Course Enrollment forms for all courses will be processed as they come.
- Please allow 3-5 business days for our office to review your form, process your authorization, and notify you.
- If you are eligible and are approved, you will be notified by email and will be able to enroll through the Summer Session website.
 - PLEASE NOTE: Once you are approved, your spot is reserved. You will only be unauthorized if you do not enroll by the date listed above and after we have made multiple attempts to contact you.

Information you will be submitting

- Your identifiable student information
- Your Course Selection (106W, 195, 195W)
- Your placement information and role description
 - Including Site number, Site Name, Supervisor Information

To learn more about Summer Field Study procedures and deadlines click [HERE](#).



Course Enrollment Form Part 1

- After securing a placement, submit the **Course Enrollment Form**
 - Do not submit a form if you have not been offered a placement
 - Deadline to submit:
 - **Friday, May 27th (SSI)**
 - **Friday, July 15th (SSII)**
- Information you will be submitting:
 - Placement and Supervisor Information
 - Course Selection (SOCECOL 195/195W/106W)
 - 195W - seats not guaranteed, will be filled on a first come, first served basis
 - 106W - Only those accepted into the class by Professor Reiter will be processed and authorized to enroll

Course Enrollment Form Part 2

What to expect after you submit this form:

- **Course Enrollment forms for all courses will be processed as they come.** Please allow 3-5 business days for our office to review your form, process your authorization, and notify you.
- If you are eligible and are approved, you will be notified by email and will be able to enroll through the Summer Session website.
 - PLEASE NOTE: Once you are approved, your spot is reserved. You will only be unauthorized if you do not enroll by the date listed above and after we have made multiple attempts to contact you.

Field Study Steps to Success

Step 5: Enroll

Enroll

- For all approved students:
 - Will be notified via email 3-5 business days after you submit CEF
 - Will be able to enroll anytime before
 - June 10 (SSI)
 - July 19 (SSII)
- Enroll through Summer Session.



Hours & Units Breakdown

- **4 units/80 hours of SocEcol 195/195W/106W satisfies the field study requirement**
 - An *additional* 4 units of SE 195/W/106W may be used to fulfill the one additional upper-division course requirement for the School of Social Ecology
- Field Study can be taken for 2 - 8 units (during the academic year)
 - 20 hours required per 1 unit of SE 195/195W/106W
 - +625 words per each additional unit above the 4 units required in your final paper word count
- Field Study may be repeated for **up to 12 units**

Here's the breakdown:

2 units = 40 hours

3 units = 60 hours

4 units = 80 hours

5 units = 100 hours

6 units = 120 hours

7 units = 140 hours

8 units = 160 hours

Fieldwork Guidelines

- Students will be required to complete **80 fieldwork hours (for 4 units)**
- Students may **not** change placements after the course enrollment deadline
- Only hours completed during the placement period will be credited
 - **Summer Placement Period:**
 - **Summer Session I: June 21st to July 27th**
 - **Summer Session II: August 1st to September 7th**
- Hour Tracking and reporting
 - Track your hours, using this [sample time log](#)
 - Your supervisor will report the final tally through the evaluation at the end of the quarter.
- Students are responsible for meeting all deadlines, including ensuring evaluations are received by the deadline

Field Study Options:

- Traditional Field Study
- SOCECOL 106W
- Advanced Field Study
- Global Service Scholars
- UCDC Academic Internship Program
- Summer UCDC
- UC Center Sacramento
- Summer Sacramento Internship Program
- Public Health Practicum 195W
- Field Study Abroad

SOCECOL 106W

- **Features:**

- Fulfills the following three requirements: (1) Field Study course, (2) Field placement, and (3) Upper Division Writing
- Available for 4 units ONLY
- Satisfies 80 fieldwork hours through successful completion of all course-related projects and assignments
 - These projects will be in addition to the regular coursework/papers assigned

- **Course option this Summer:**

- SOCECOL 106W (50050): Digital Media Archive (Prison Pandemic).
Instructor/Supervisor: Dr. Keramet Reiter

SOCECOL 106W (*cont.*)

- **Apply**
 - Must submit an application to be accepted to one of the two Digital Media Archives being offered
 - Application links and instructions will be available in the 106W listing within the Social Ecology-Sponsored Placements catalog
- **Confirm**
 - Once you've applied, you will have to go through a screening process and await the faculty's response and approval
 - If accepted, students will need to submit a Course Enrollment Form to confirm their placement and course selection
- **Enroll**
 - Those authorized will be notified via email
 - Upon email receipt, authorized students will be able to enroll in the SE106W course they were authorized for through WebReg

UC Washington Program (UCDC)

- UC Systemwide Academic Internship Program
 - Earn UC credit for an internship and courses in Fall, Winter, Spring or Summer
 - Classes available in a variety of different topics that can fulfill degree requirements
 - Experience life in the heart of Washington DC and live with students from all of the UC campuses!
 - Financial Aid and scholarships are available
- Eligibility: Recommended 3.0 GPA, Junior/Senior standing, open to all majors
- Deadlines:
 - Fall 2022 – April 5th
 - Winter 2023 – May 17th
- Applications and more information can be found at: capitalinternships.uci.edu or visit the office in 1200 Student Services II

UC Center Sacramento (UCCS)

- UC Systemwide Academic Internship Program
 - Earn UC credit for an internship and courses in Fall, Winter, Spring or Summer
 - Study policy, research methods, and optional elective course
 - Internships available in a variety of fields (see website) which can fulfill UCI requirements like Social Ecology Field Study and Public Health Practicum
 - Financial Aid applies. Scholarships are available.
- Eligibility: Recommended 3.0 GPA, Junior/Senior standing (or advanced sophomores), open to all majors
- Deadlines:
 - Fall 2022 – May 19th
 - Winter 2023 – June 23rd
- Applications and more information can be found at: capitalinternships.uci.edu or visit the office in 1200 Student Services II

Field Study Advising Services

ADVANCED APPOINTMENTS

20-Minute Appointments
Available In-Person or on Zoom

Have an urgent question?

USE OUR SAME DAY ADVISING SERVICES

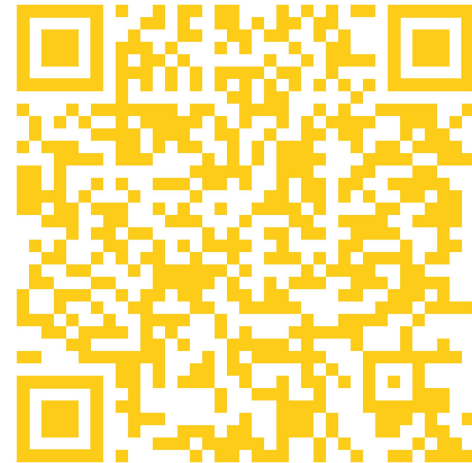
ZOTCHAT

Mondays 10-11am
Tuesdays 2-3pm

ZOOM WALK-IN WEDNESDAYS

Wednesdays 2 -4pm

Take Advantage of the Field Study Advising Services



SCAN HERE
To access the Field Study Advising
Services page.

Academic Advising Questions

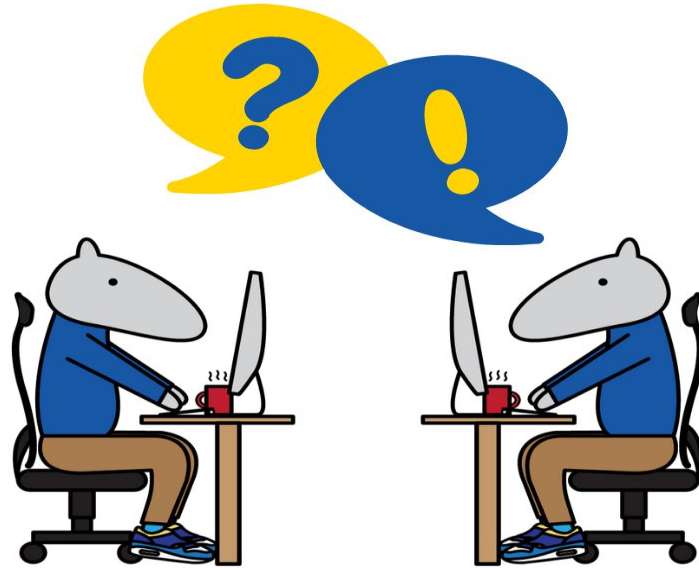
Have questions about course planning? Graduation requirements? General academic questions?

Ask an Academic Advisor!

Visit their Social Ecology Undergraduate Advising for:

- *Advanced Appointments*
- *Same Day services*

Questions & Answers





**Thank you for attending this Field
Study Information Session!**