

The UCI logo is centered on a white, multi-lobed starburst shape. 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 background is a solid dark blue with a subtle pattern of overlapping, lighter blue, wavy shapes.

UCI

**Bright Past.
Brilliant Future.**

Field Study
Fall 2022
Information Session

Attendance Form

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



Field Study Information Session Agenda

- What is Field Study? - A Requirement Overview!
- Field Study Steps for Success, including:
 - Procedures and Timeline
 - Field Study Options & Catalog Overview
 - Field Study Courses Overview
- Live Q&A

Field Study Overview

- Field Study is a graduation requirement for Social Ecology and ESNP students.
 - 4 units of SE195/195W/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 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 Guide -

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.



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

2022 - 2023 Field Study Student Calendar

	Fall 2022	Winter 2023	Spring 2023
Plan & Apply	Jul - Aug	Sept - Nov	Nov - Jan
Course Enrollment Form Opens	Monday, July 25	Monday, Sept 26	Monday, Dec 5
Course Enrollment Form Deadline	Friday, Aug 26	Friday, Nov 4	Friday, Feb 10
Enroll (upon authorization)	Week of Sept 5	During enrollment window	During enrollment window
Placement Period	Sep 19 - Dec 2	Jan 4 - Mar 17	Mar 29 - Jun 9
Hours Required & Deadline to complete	80 hours by Dec 2	80 hours by Mar 17	80 hours by Jun 9
Final Evaluation Due	Wed, Dec 7	Wed, Mar 22	Web, Jun 14

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 Curricular Practical Training: eligibility, deadlines, & submission process





2022-2023 Student Calendar

	Fall 2022	Winter 2023	Spring 2023
<i>Plan & Apply</i>	July - Aug	Sept - Nov	Nov - Jan
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<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

Field Study Enrollment Prerequisites

- Declared major in the School of Social Ecology or Environmental Science and Policy Major
- SocEcol 10 or an equivalent course
- Junior or Senior Standing (90+ Units Completed)
- 2.0 or above GPA
- Lower Division Writing *if requesting SE 195W or SE 106W*
- Accept and submit PRE APPROVED 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
 - Approximately one quarter in advance
- 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 Catalog include:

- 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

Use the reference guide to browse through the catalog.

The full listings can be found under each of the categories listed below.

FS Catalog Reference Guide

Site Name	Placement Category	Site Number
A-Tech Consulting	Environmental, Planning, & Policy	420
About Behavior Consulting	Child & Family Services	25
About Behavior Consulting	Clinical/Counseling	25.1
Acacia Adult Day Services	Healthcare Services	600
Access California Services	Child & Family Services	1
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
Arthritis Foundation	Healthcare Services	601
Arthritis National Research Foundation	Healthcare Services	602
Asians for Miracle Marrow Matches (A3M)	Healthcare Services	603
Assistance League of Irvine	General Community Outreach/Services	502
Bloom Foundation	Child & Family Services	21
Bloom Foundation	Clinical/Counseling	21.1
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	208
Child Abuse Services Team (CAST)	Child & Family Services	3
Child Development Institute Early Learning Center	Child & Family Services	4
City of Irvine	Human Resources & I/O Psychology	700
City of Norwalk	Environmental, Planning, & Policy	405

Sample Traditional Catalog Listing

ACCESS CALIFORNIA SERVICES (SITE #1)

★ Potential opportunities for employment following field placement period



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

Placement type: In-person

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

Physical Address (if applicable): 631 S Brookhurst St Suite 107 Anaheim CA 92804

Hours of Operation: M-F 8 - 5

Site Website: www.accesscal.org

Main Contact: Mrs. Suzanne Baker

Title: Director of Operations

Email Address: suzanne@accesscal.org

Phone: 714-917-0440

About the Organization:

Our Vision

A world in which each individual leads a dignified and enriched life.

Our Mission

Access California Services is a culturally sensitive community-based organization dedicated to empowering all underserved populations, with a focus on Arab- American & Muslim- American communities. We strive to enhance the quality of life and foster self-determination through direct health & human services.

Placement Job Description: Case Management/ Educational workshops/ Helping organize various events

Requirements (subject to change): Interview

COVID-19 Protocols: Mask required

How to Apply: suzanne@accesscal.org

*You are invited to
the Fall Field Study
Meet and Greet*

JOIN US VIRTUALLY TO CONNECT
WITH PROSPECTIVE WINTER
PLACEMENTS

WHEN: OCTOBER 19TH, 2022

1 PM TO 2 PM

WHERE: GATHERTOWN

MEET OUR COMMUNITY PARTNERS,
EXPLORE POTENTIAL PLACEMENT SITES,
AND LEARN MORE ABOUT OUR
PARTNER ORGANIZATIONS

RSVP HERE
<https://tinyurl.com/3dz7zant>

Fall Meet & Greet

October 19 1pm to 2pm

Virtual Event

Are you planning to participate in Field Study this coming Winter or Spring quarter?

You don't want to miss this opportunity to connect virtually with prospective placements. This is a great opportunity to meet the main contacts, the individuals responsible for reviewing applications!

[RSVP Here!!](https://tinyurl.com/3dz7zant)

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



WINTER CATALOG AVAILABLE NOW

**SCHOOL OF SOCIAL ECOLOGY-BASED PLACEMENTS:
RESEARCH AND LEARNING ASSISTANT POSITIONS**

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: Winter (Jan 4 - Mar 17)
 - 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](#)
- 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.”

SocEcol 195

Field Study Course

- 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)

Prerequisites

- SocEcol 10
- 90+ Units
- Minimum 2.0 GPA
- Secured position at approved site
- Course enrollment form submitted by deadline

SocEcol 195W

Field Study Course +
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)

Prerequisites

- Lower Division Writing
- SocEcol 10
- 90+ Units
- Minimum 2.0 GPA
- Secured position at approved site
- Course enrollment form submitted by deadline

SocEcol 104W / 106W

Placement + Field Study Course + Upper
Division Writing

- Fieldwork is supervised by faculty instructor and is integrated into the course
- 4 units of SE 104W / 106W 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 at least 10 times per quarter
- Expect to spend approximately 1-2 hours per week on assignments (outside of class/fieldwork)
- Class paper/s = 4,000+ words (+625 words for each extra unit beyond 4)

Prerequisites

- Lower Division Writing
- SocEcol 10
- 90+ Units
- Minimum 2.0 GPA
- Secured position with faculty instructor
- Course enrollment form submitted by deadline

Field Study Steps to Success

Step 4: Submit

Submit

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



Forms and Applications

[View](#)[Edit](#)[Revisions](#)[Deadlines & Procedures](#)[Forms and Applications](#)[Catalog](#)[Field Study](#)

WINTER 2023 COURSE ENROLLMENT FORM - OPEN

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 FRIDAY, NOVEMBER 4 AT 11:59 PM

Course Enrollment Form

- 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, November 4**
 - ***You are guaranteed a seat in A Field Study Course (SOCECOL 195 OR 195W) if you submit an approved placement & this form by the deadline and you meet all of the field study prerequisites.***
 - ***We cannot guarantee enrollment into specific sections***
- 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.

Field Study Steps to Success

Step 5: Enroll

Enroll

- For all approved students:
 - Will be notified via an authorization email around November 10
 - Will be able to enroll during Winter enrollment window
- Enroll through [WebReg](#).
 - Enrollment instructions to be provided with the authorization email



Hours & Units Breakdown

- **4 units/80 hours of SocEcol 195/195W/106W satisfies the field study requirement**
 - An *additional* 4 units of SE 195/195W/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
 - 20 hours required per 1 unit of SE195/195W/106W
 - +625 words per each additional unit above the 4 units required in your final paper word count
- **SOCECOL 195** 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
 - **Winter Placement Period: Jan 4 to Mar 17**
- 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

More Field Study Options:

- **Advanced Field Study** - AFS offers a small number of undergraduate students in the School of Social Ecology an in-depth, three-quarter field study experience focused on civic and community engagement.
- **Public Health Practicum 195W** - can be used to satisfy field study (PH majors doubling with a major in Social Ecology)

NEW FIELD STUDY COURSE & FIELD PLACEMENT HYBRID AVAILABLE THIS WINTER!

SOCECOL 106W: Digital Media Archive

(Geographies of Deportability & Sanctuary Project)

Instructor/Supervisor: Dr. Carolina Valdivia

Do you have a passion for working with immigrant families through the legal, non-profit, research, educational, and/or policy sector?

- This field study course/placement hybrid is designed as an experiential learning lab where students help build, analyze, and sustain a digital media archive.
- Earn 4 units of field study credit and fulfill your upper division writing all in one place!

APPLICATION OPENS SEPTEMBER 19

VISIT OUR WEBSITE FOR MORE DETAILS

SOCECOL 106W

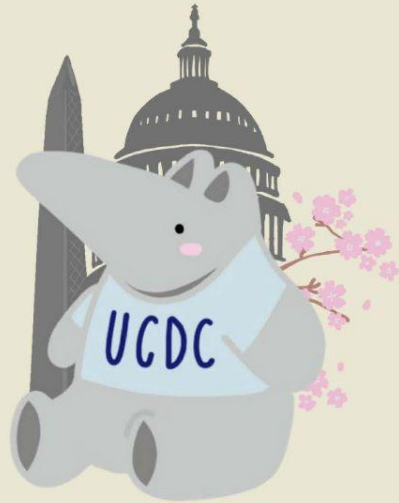
● Features:

- 3-in-1 model
- Available for 4 units ONLY
- Satisfies 80 fieldwork hours
 - These projects will be in addition to the regular coursework/papers assigned

● Course option this Winter:

- SOCECOL 106W (50188): Digital Media Archiving.
Instructor/Supervisor: Dr. Carolina Valdivia
- [Application](#) now open!

Intern in Washington DC through UCDC!



Interested in spending a quarter in Washington, DC to study and intern? Attend an upcoming info session or visit the Office of Civic Engagement to learn more about the UCDC program!

Why Intern in Washington, D.C.?

- Gain hands-on experience!
- Internships available for ALL majors
- Offered during Fall, Winter, Spring, and Summer quarters

Scan the QR code to access our website:



LIVE

LEARN

INTERN

For more information, please visit
civicengagement.uci.edu/ucdc

Field Study Advising Services

ADVANCED APPOINTMENTS

20-Minute Appointments
Available on Zoom or In-Person

Have an urgent question?

USE OUR SAME DAY ADVISING SERVICES

ZOTCHAT

Mondays 3 - 4pm
Fridays 10 - 11am

ZOOM WALK-IN

Wednesdays 2 - 3pm

Take Advantage of the
[Field Study Advising Services](#)



SCAN HERE
To access the Field Study Advising
Services page.

UCI Field Study

Stipends for Field Study Students!

Times are tough and we're here to help!

We have two stipends available, one to assist with transportation costs and one for a free professional wardrobe.

Apply and get both now!

Available this 22-23 academic year.

MUST HAVE ALREADY SUBMITTED A COURSE ENROLLMENT FORM

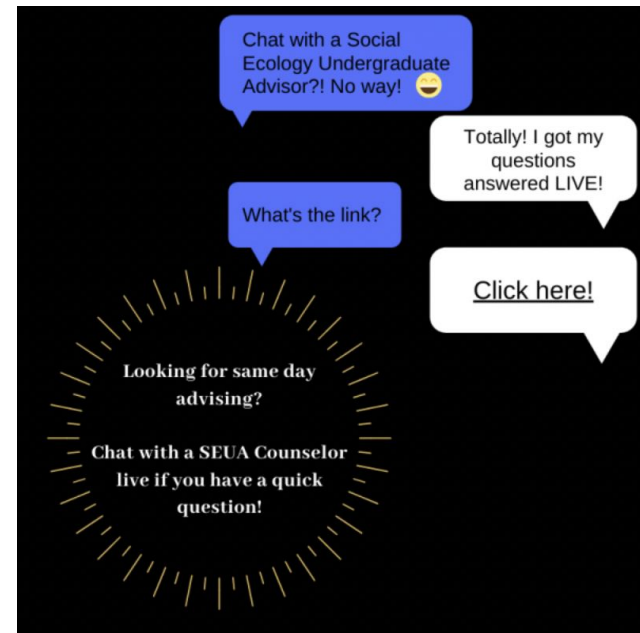


SCAN HERE
To apply for a stipend.

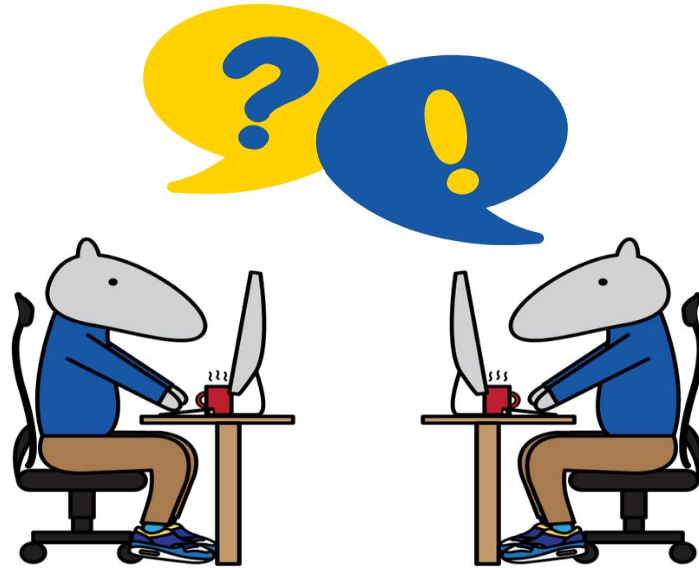
Academic Advising Questions

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

**Ask an Academic Advisor! And
get your quick, general questions
answered with *Zot Chat!***



Questions & Answers





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