



UCI

**Bright Past.
Brilliant Future.**

Field Study
Summer 2023
Information Session

Attendance Form

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



Field Study Information Session Agenda

- Summer 2023 - Latest Updates
- 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 Important Reminders

- **80** hour fieldwork requirement for **4 units of SE195/195W**
 - 16 hours/ week for a five-week summer session
- Order of procedures:
 1. Find and secure a placement **FIRST!**
 2. Submit your placement through the **Course Enrollment form**
 3. If approved through email, you will be able to enroll at your convenience (SUMMER ONLY)

SUMMER '23 FIELD STUDY

	Summer Session I	Summer Session II
Application Period	March - June	March - July
Course Offerings	SE 195* & SE 195W*	SE 195* & SE 195W
CEF** Deadline	Friday, June 9 (or until seats reach capacity)	Friday, July 21 (or until seats reach capacity)
Deadline to Enroll	Friday, June 16	Friday, July 28
Placement Period	June 26 - Aug 3	Aug 7 - Sep 13

ALL DATES ARE SUBJECT TO CHANGE

* Online Course

** Course Enrollment Form

UCI Field Study

Field Study Overview

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

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-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

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





UCI Field Study

	Fall '23	Winter '24	Spring '24
<i>Plan & Apply</i>	Jun - Aug	Sept - Nov	Nov - Mar
<i>Course Enrollment Form Opens</i>	Monday, Jul 10	Monday, Oct 9	Monday, Dec 4
<i>Course Enrollment Form Deadline</i>	Friday, Aug 25	Friday, Nov 10	Friday, Feb 16
<i>Enroll (upon authorization)</i>	Week of Sept 4	During enrollment window	During enrollment window
<i>Placement Period</i>	Sept 25 - Dec 8	Jan 3 - Mar 15	Mar 27 - Jun 7
<i>Deadline to Complete Hours</i>	Dec 8	Mar 11	Jun 7
<i>Final Evaluation Due</i>	Wednesday, Dec 13	Wednesday, Mar 20	Wednesday, Jun 12

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*
- Accept and submit a placement by the Course Enrollment Form 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



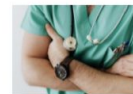
EDUCATION (K-12)



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 (ASM)	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

Catalog Reference Page (A-Z) By Category By City Remote In-person Hybrid Length of Commitment

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

JOIN US FOR AN
INFO SESSION TO DISCUSS:

SUMMER '23 FIELD STUDY IN GUANAJUATO, MEXICO!!

○



Spend three weeks guiding Mexican youth at the Centro Fox facility in beautiful Guanajuato, Mexico.

Help facilitate the "Presidente Por un Día" youth program and develop youth resources based on your Social Ecology interests!

REQUIREMENTS

- STRONG WRITTEN AND SPOKEN SPANISH
- CURRENT PASSPORT AND ABILITY TO TRAVEL INTERNATIONALLY
- SCHOOL OF SOCIAL ECOLOGY/ENSP MAJORS ONLY
- MEET ELIGIBILITY FOR SUMMER FIELD STUDY
- AVAILABILITY TO SPEND THREE WEEKS ABROAD IN GUANAJUATO, MEXICO
- [TENTATIVE DATES: 6/24 TO 7/16]

WHEN: THURSDAY, APRIL 13
TIME: 3:30 - 4:30PM
WHERE: ZOOM

RSVP HERE



LINK BELOW

The School of Social Ecology Based Placements Catalog



SPRING '23 CATALOG

SCHOOL OF SOCIAL ECOLOGY-BASED PLACEMENTS:

Summer '23 Version Available in May

[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 26 to Aug 3)
 - 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)



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 2023 COURSE ENROLLMENT FORM - NOW AVAILABLE!

Deadlines:

Summer Session I - Friday, June 9 (OR UNTIL SEATS REACH CAPACITY)

Summer Session II - Friday, July 21 (OR UNTIL SEATS REACH CAPACITY)

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, June 9th (SSI) - OR UNTIL SEATS REACH CAPACITY**
 - **Friday, July 21st (SSII)-OR UNTIL SEATS REACH CAPACITY**
- Information you will be submitting:
 - Placement and Supervisor Information
 - Course Selection (SOCECOL 195/195W)
 - 195W - seats not guaranteed, will be filled on a first come, first served basis

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 be unauthorized if you do not enroll by deadline to enroll 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
 - Deadlines to enroll
 - June 9 (SSI)
 - July 21 (SSII)
- Enroll through Summer Session.

Fieldwork Hours & Units

- **4 units of SocEcol 195/195W = 80 hours hours of fieldwork**
 - An *additional* 4 units of SE 195/195W may be used to fulfill the one additional upper-division course requirement for the School of Social Ecology
- Field Study may be repeated for **up to 12 units**
- **Summer only:**
 - 4 units = 80 hours
 - 80 hours/5 weeks = 16 hours per week

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 26th to August 3rd**
 - **Summer Session II: August 7th to September 13th**
- Hour Tracking and reporting
 - You could 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 104W/106W
- Advanced Field Study
- UCDC Academic Internship Program
- Summer UCDC
- UC Center Sacramento
- Summer Sacramento Internship Program
- Public Health Practicum 195W
- Field Study Abroad

Advanced Field Study

- Led by Associate Professor Karna Wong
- 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)
- Students will have the ability to apply to AFS specific placement with the assistance from the field study team.
- 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 '23)
 - 90+ quarter units (by the end of Summer '23)
- Opportunity to conduct a research project
- Applications available April 19

Why do Advanced Field Study?

SMALL CLASS SIZE

THREE-QUARTER-LONG INTERNSHIP

FULFILL THREE GRAD REQUIREMENTS

GUEST SPEAKERS

CHANCE TO DO COMMUNITY RESEARCH

Want to learn more?
Join our AFS Info Session:

Tuesday, April 25th
1:30 PM - 2:30 PM

RSVP: shorturl.at/IOo89

Meeting ID: 914 8787 1639



LIVE

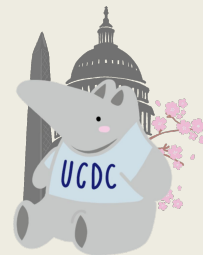
LEARN

INTERN

Fulfill Social Ecology Field Study with UCDC!

Offered as **academic** (Fall/Winter/Spring) and **non-academic** (Summer) programs, UCDC is an immersive 10-week internship experience open to undergrads of all majors!

UCDC students gain valuable skills and experience while interning at a wide variety of sites in Washington, D.C. Participants live in the UC Washington Center, located blocks from the White House and the National Mall.



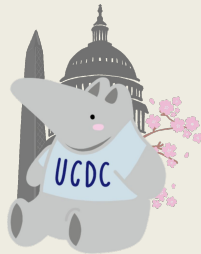
Field Study with UCDC

Social Ecology students have previously interned at sites including:

- U.S. House of Representatives
- Smithsonian
- American Psychological Association
- National Archives & Records Administration
- Nationally recognized Law Firms
- The Washington Post
- Library of Congress
- Public Citizen
- ACLU

Both UCDC 170 and UCDC 180 must be completed (4 units each) to count toward the SE field study requirement.

- UCDC 170 – 4 units P/NP of your internship
- UCDC 180 – 4 units from an approved list of courses such as General Research, U.S. Supreme Court, Presidency



Eligibility

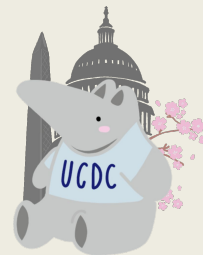
* UCDC Academic Internship Program

- Junior or Senior standing recommended
- Minimum 3.0 GPA recommended

* UCDC Summer Internship Program

- All regularly enrolled undergraduate UCI students, including June graduating Seniors; preferred sophomore, junior, and senior standing
- Minimum 2.75+ GPA recommended

*UCDC is available to all UCI students regardless of immigration status. International Students should consult with the International Center and their School's Academic Counseling Office prior to applying to UCDC to confirm eligibility. Undocumented students may wish to seek the counsel and advice of the UCI Dream Center.



How to Apply

Fall 2023 Final Deadline & Winter 2024 Priority Deadline

May 2, 2023 @ 11:59 pm

Applications for Spring 2024 and Summer 2024 will open this fall.

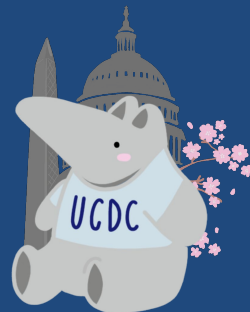
Want to learn more? Get in contact with us or attend a UCDC information session!

UCI Office of Civic Engagement

Open Monday-Friday from 10-3

civicengagement.uci.edu

civicengagement@uci.edu





UCDC for Social Ecology Students

Information Session | April 19 @ 3:00 pm

Learn how you can live, learn, and intern in Washington, D.C. – and fulfill Field Study – at this information session specially tailored for Social Ecology students!



To RSVP, scan the QR code or visit civengagement.uci.edu/welcome

Want to intern in Washington, D.C. and fulfill Field Study? Join us next week for a University of California Washington Program - UCDC information session tailored for UCI School of Social Ecology students!

Session will include how you can fulfill the Field Study requirement through a UCDC internship, application deadlines, and information about available scholarships.

RSVP on CampusGroups:
<https://cglink.me/2eo/r1926947>

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

Tuesdays 1pm – 2pm
Thursdays 11am – 12pm

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

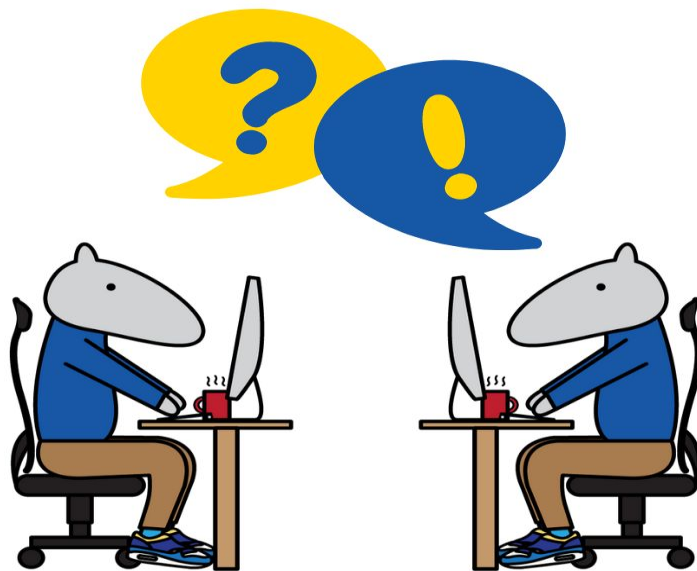
Have questions about course planning? Graduation requirements? General academic questions?

Ask an Academic Advisor!

Visit their Social Ecology Undergraduate Advising for:

- *Advanced Appointments*
- *Same Day services*

Questions & Answers





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