

**Valdosta State University**  
**Application for Clinical Practicum & Internship in**  
**Marriage and Family Therapy**

**Each student who wishes to register for practicum should submit this form during early summer registration of their 1<sup>st</sup> year in the program. Forms are submitted directly to Dr. Jennifer Lambert-Shute. Your advising flag will not be lifted until this form is received.**

In addition to the successful completion of Part One of the Comprehensive Examination, students are screened for personal and academic readiness prior to enrollment in the clinical practica and must have the permission of the MFT faculty to enroll in MFTH 7600 Practicum in Marriage and Family Therapy. At the end of Spring Semester, students apply for admission to clinical practicum by submitting this form during early Summer Registration. After receiving applications, the faculty meets and discusses each student's readiness for clinical training. Faculty consider criteria such as professionalism, presentation of self, maturity, and responsibility. If the faculty has concerns, it will schedule a meeting with the student during which the student is given an opportunity to respond to those concerns. If faculty concerns are mitigated during the meeting, the student is permitted to enroll in practicum. If concerns remain, the student will not be allowed to begin practicum and will be asked to create a professional development plan that includes performance benchmarks. The plan may be amended to obtain faculty approval. If, at the close of Summer semester, the concerns of the faculty remain unresolved, the faculty will schedule a meeting with the student to determine the best course of action, which may include a continued professional development plan or dismissal from the program.

Please read each of the following and initial to indicate your understanding or affirmation.

I understand that:

\_\_\_\_\_ I must first pass Part One of the Comprehensive Examination before I am eligible for admission to clinical practica.

\_\_\_\_\_ I have read the policy for Clinical Readiness. I understand that acceptance into practica is not assumed merely because I am enrolled in the MFT master's degree program. The MFT clinical faculty must approve this application before I register for practicum. I further understand that work with clients outside of practicum where a faculty supervisor is not present, is not assumed merely because I am enrolled in clinical practicum.

\_\_\_\_\_ Practica is a **continuous twelve-month** commitment that will likely require twenty hours per week or more to meet all requirements.

\_\_\_\_\_ Clinical work cannot be interrupted for arbitrary reasons. This is harmful to clients. I understand this and agree to commit to a full year of continuous clinical work, including semester breaks, and, when necessary, national and university holidays.

\_\_\_\_\_ I am responsible for my cases during holidays and between semesters, and I will schedule appointments even when classes are not in session.

\_\_\_\_\_ Before the beginning of each practicum, I must provide the Director of Clinical Training with proof of professional liability insurance.

\_\_\_\_\_ I will uphold the ethical standards of the AAMFT.

\_\_\_\_\_ The appropriateness of my continued enrollment in the MFT practicum will be regularly evaluated and is not assumed.

\_\_\_\_\_ An MFT clinical faculty member will supervise my work. This may include video-taping, audio-taping, case report, and/or live observation of sessions.

\_\_\_\_\_ I must have private email and a private answering machine or cell phone at which messages can be left. I must monitor both daily.

\_\_\_\_\_ Phone calls and inquiries from my clients or service providers associated with my clients must be answered within 24 hours of the initial contact.

\_\_\_\_\_ I understand that if I have not accrued 250 relational hours and a total of 500 hours by the end of all three practica, I will be required to enroll in either a fourth practicum or MFTH Internship 7980.

\_\_\_\_\_ Students may never supervise each other. Co-therapy with another student is never supervision.

\_\_\_\_\_ I will not see clients alone at the clinic. I will be responsible for seeing that another person from the MFT program is somewhere in the building. I understand that if I want to see a client alone in the clinic, I can seek special permission from my supervisor.

\_\_\_\_\_ I have read the Moore Street Clinic Policy and Procedure Manual and the Family Therapy Practicum and Internship Handbook, and I will abide by the rules and procedures set forth in both.

If there are other considerations that you would like the faculty to know as they evaluate your Application for Clinical Practicum and Internship, please attach a letter to this form.

\_\_\_\_\_  
Student Signature

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Approved by MFT Faculty Member on behalf of the  
MFT Faculty