

**LHA1122**

**PRACTICUM IN ADULT EDUCATION AND COMMUNITY DEVELOPMENT**

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Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone: \_\_\_\_\_  
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Practicum site:

Your project:

Your learning goals for the practicum:

Field mentor/supervisor: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature \_\_\_\_\_ Date : \_\_\_\_\_

N.B. This form is due DECEMBER 15

## **GUIDELINES FOR FIELD MENTORS/SUPERVISORS**

### **In preparation for the practicum:**

Meet with the student to discuss the proposal. The student should develop a project that will be useful for the organization and also meet the student's learning goals. A student can work in a practicum setting that is their workplace or regular volunteer placement, but the practicum project should be designed specifically for this course and not simply be part of their job.

Students will work on their practicum for approximately 3-4 hours per week (36-50 hours in total). At the end of the course, they will produce the final project which could be an associated research project, policy document, or the development of a curriculum or programme.

### **During the practicum:**

As the professional mentor, you will meet regularly with the student over the course of the practicum. You are also asked to submit a brief interim evaluation before the course drop deadline and a final evaluation, once the project has been completed. These can be done by e-mail or telephone.

### **Questions to be addressed include:**

- (1) Has the student fulfilled the placement hours?
- (2) Has the student met the learning goals?
- (3) What was the student's contribution to the organization?