



## Internship in School Counseling and Guidance

PSY 6250 | Fall 2017

**Instructor:** Beverly Pickup, M.Ed.

Office Hours: Monday & Wednesday 3:30 – 4:30 or by appointment

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**Course Description:** Internship in an approved school system involving comprehensive guidance activities, under supervision of a licensed level-2 school counselor. Interns must register for a total of 6 credits of internship. Interns may choose to complete their internship hours in one or two semesters.

### Course Objectives:

1. Engage in the diverse activities associated with the Comprehensive Counseling and Guidance Program.
2. Interns should set goals to gain hands-on experience in the four components of the delivery system outlined by the Utah Model for Comprehensive Counseling and Guidance. The four components are: school guidance curriculum, individual student planning, responsive services, and system support.
3. Observe and participate in student interventions and consultations as appropriate.
4. Develop and demonstrate the level of professionalism associated with being a school counselor.
5. All behavior and decision-making should reflect strong ethical and moral principles.
6. Engage in empirically based best practices for school counselors.
7. Seek out opportunities, in a respectful manner, to improve and enhance the school and their Comprehensive Guidance program.
8. Receive and implement feedback from the internship supervisor and other appropriate school personnel.

**Technical Support:** For any technical problems with your computer related to accessing Canvas, please contact the IT Service Desk at 435.797.HELP (4357). There is a "Live Chat" feature, hours of availability and email information on the <http://canvas.usu.edu> page.

**Grading:** Pass/Fail – If you choose to complete your internship over two semesters, you will receive an “I” (Incomplete) for the fall semester. Once you have completed all of your internship hours in the spring, please submit your internship documents. At that point, the “I” will be removed and changed to accurately reflect your grade for the course.

**Discussion Board:** Discussion topics will be posted to the course discussion board in Canvas. There will be thirteen discussions during the semester. **All students are**

**required to participate in nine of the thirteen discussions. Students are also required to respond to three of their classmate's post.** New discussion topics will open on Canvas Monday at 12:00 am and will be due the following Sunday at 11:59 pm. Due dates are posted in Canvas. Students must participate by the required due dates in order to Pass the course.

**Course Documents:** All documents must be submitted via Canvas. Please submit documents early when possible. **The Internship Contract, Mid-Semester Review, Internship Supervisor Evaluation, and Log Coversheet need to be submitted in PDF format.** The Internship Hour Log may be submitted in Excel format.

The Mid-Semester Review is an opportunity for the intern, supervisor, and internship liaison to follow up on the goals set in the internship contract and to identify areas for further growth. Internship supervisors will be contacted by email to coordinate the Mid-Semester Review. Supervisors will have the choice of completing the review via a telephone conference with the intern, supervisor, and internship liaison or by completing the Mid-Semester Review form.

### Course Calendar

<b>Date</b>	<b>Documents/Discussions Due</b>	<b>Due Date</b>
8/28	Discussion #1	9/3
8/28	Internship Contract (PDF)	9/8
8/28	Internship Survey	9/8
9/4	Discussion #2	9/10
9/11	Discussion #3	9/17
9/18	Discussion #4	9/24
9/25	Discussion #5	10/1
10/2	Mid-Semester Review (PDF)	10/27
10/2	Discussion #6	10/8
10/9	Discussion #7	10/15
10/16	Discussion #8	10/22
10/23	Discussion #9	10/29
10/30	Discussion #10	11/5
11/6	Discussion #11	11/12
11/13	Discussion #12	11/19
11/27	Discussion #13	12/3
11/1	Internship Supervisor Evaluation (PDF), Log Coversheet (PDF) & Hour Log (Excel)	12/8

**Students with Disabilities:** Students with ADA-documented physical, sensory, emotional or medical impairments may be eligible for reasonable accommodations. Veterans may also be eligible for services. All accommodations are coordinated through the Disability Resource Center (DRC) in Room 101 of the University Inn, (435)797-2444 voice, (435)797-0740 TTY, (435)797-2444 VP, or toll free at 1-800-259-2966. Please contact the DRC as early in the semester as possible. Alternate format materials (Braille, large print or digital) are available with advance notice.

**Academic Honesty:** Appropriate actions will be taken in response to Academic Dishonesty, as defined by the University's Student Code. Acts of academic dishonesty include but are not limited to:

- Cheating: (1) using or attempting to use or providing others with any unauthorized assistance in taking quizzes, tests, examinations, or in any other academic exercise or activity, including working in a group when the instructor has designated that the quiz, test, examination, or any other academic exercise or activity be done "individually"; (2) depending on the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) substituting for another student, or permitting another student to substitute for oneself, in taking an examination or preparing academic work; (4) acquiring tests or other academic material belonging to a faculty member, staff member, or another student without express permission; (5) continuing to write after time has been called on a quiz, test, examination, or any other academic exercise or activity; (6) submitting substantially the same work for credit in more than one class, except with prior approval of the instructor; or (7) engaging in any form of research fraud.
- Falsification: altering or fabricating any information or citation in an academic exercise or activity.
- Plagiarism: representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

The complete Code of Policies and Procedures for Students at Utah State University can be viewed at: <http://www.usu.edu/studentservices/studentcode/>.