

## **Practicum Application Process**

### **Timing**

- Practicum applications are usually due in late February or early March
- Interviews are normally conducted within a week or two of the deadline for submission of application materials
- Applicants typically receive offers in early April
- The practicum itself generally begins the following fall semester, either in late August or early September
- Most practicum sites expect a commitment for the academic year (fall and spring semesters, not summer)
- Supplemental practica may have later application deadlines or expect only a one-semester commitment

### **Materials**

- Applicants need to prepare a current CV
- Applicants should give telephone and e-mail contacts of three references who can attest to their clinical skills, experience, or knowledge
- Some sites want the CV to include a list of courses taken at the Doctoral and (if applicable) the Master's level
- Some sites wish the applicant to summarize past hours of clinical experience, types of clients/populations served, and interventions used
- Applicants should be prepared to describe their assessment experience
- In interviews, applicants are frequently asked to describe their theoretical orientation, how they believe clients change, or to discuss particular past clients (as examples of how the applicant works with clients)
- All sites expect a cover letter that summarizes why you are interested in their practicum site in particular, and that highlights your key strengths

### **Process**

- Early in the spring semester (preferably January), students should meet with their advisor and discuss what kind of practicum site would be the best fit given the student's past experience and future career goals
- During January, the Faculty Practicum Coordinator will collaborate to distribute an updated list of potential practicum sites
- This list will include sites' Training Director contact info, deadlines, CPCP course numbers for which the practicum site qualifies, a brief description of the site and its training opportunities, and the names of CPCP students who were placed at that practicum site in the past
- The updated list will be distributed February 1, but expect to receive further e-mail updates from the Faculty Practicum Coordinator during February and March (sites are not always prompt giving current info)
- Talk to CPCP students who were placed at a site in the past and attend the CPGSO "prac-sharing" event to get inside details about sites!