

## 2017-2018 Academic Year Field Education Placement Calendar

August 7, 2017	Begin receiving <b>Academic Year</b> Field Education Student Applications and set up interviews
August 14, 2017	Deadline for Church/Agency Applications for <b>Academic Year</b> Placements (email attachments are acceptable: fieldeducation@div.duke.edu)
August 14- September 8, 2017	Student interviews for academic year placements.
Friday, September 1, 2017 3:00 pm	Deadline for <b>Academic Year</b> Field Education Student Applications. All Students must complete the "Student Application" online and <u>schedule</u> a mandatory interview prior to the deadline.
September 15, 2017 5:00 pm	Announce Academic Year Placements
September 19, 2017	Payroll for field education students serving <b>WORK STUDY PLACEMENTS</b> (146 Langford)
September 20, 2017	Payroll for field education students <b>NOT</b> serving work study placements (103 Westbrook)
September 21, 2017	<b>Payroll</b> for field education students <b>NOT</b> serving work study placements (103 Westbrook)
September 23-24, 2017	<b>Academic Year</b> Placements begin (Saturday for Non-Profits settings/Sunday for Parish settings)
September 25, 2017 9:00 am to 1:30 pm	New Student/New Supervisor Orientation ( <b>required</b> ) 0016 Westbrook
September 27, 2017	International Worship Service
October 4, 2017 12:30 pm to 1:30 pm	<b>Summer 2018</b> International Field Education Information Session (pizza provided) 0016 Westbrook
October 13, 2017	Academic Year Learning-Serving Covenant DUE (signed covenants should be uploaded into Sakai prior to due date)
November 3, 2018 2:00 to 5:00 pm	First academic year reflection group meeting, <b>required</b> for all Field Ed students (pizza supper following), 0016 Westbrook
November 8, 2017 12:30 pm to 1:30 pm	Student-Initiated Field Education Information Session – (brown bag lunch) 0015 Westbrook
January 15, 2018	Academic Year Midterm Reviews Due (signed reviews should be loaded into Sakai prior to due date)
January 9, 2018 12:30 pm to 1:30 pm	<b>Summer 2018</b> Field Education Information Session (pizza provided) 0016 Westbrook
January 26, 2018 3:00 pm	Deadline for <b>Summer 2018</b> Field Education Student Applications. All Students must complete the "Student Application" online and <u>schedule</u> a mandatory interview prior to the deadline.
February 2, 2018 2:00 to 5:00 pm	Second academic year reflection group meeting, <b>required</b> for all Field Ed students (pizza supper following), 0016 Westbrook
February 19, 2018	Deadline for Church/Agency Applications for <b>Summer 2018</b> Placements (email attachments are acceptable: fieldeducation@div.duke.edu)
April 29, 2018	<b>Academic Year</b> Placements end
Week of April 30, 2018	<b>Final Evaluations Due from Supervisors, Lay Mentoring Teams, and Students</b> (signed evaluations should be uploaded into Sakai prior to 5:00 pm May 4, 2018)

### Color Key

Yellow – Deadlines

Green – Attendance required by student