

2017-2018 Academic Year Field Education Placement Calendar

August 7, 2017	Begin receiving Academic Year Field Education Student Applications and set up interviews
August 14, 2017	Deadline for Church/Agency Applications for Academic Year 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 Academic Year 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 WORK STUDY PLACEMENTS (142 Langford)
September 20, 2017	Payroll for field education students NOT serving work study placements (142 Langford)
September 21, 2017	Payroll for field education students NOT serving work study placements (142 Langford)
September 23-24, 2017	Academic Year 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 (required) 0016 Westbrook
September 27, 2017	International Worship Service
October 4, 2017 12:30 pm to 1:30 pm	Summer 2018 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 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	Summer 2018 Field Education Information Session (pizza provided) 0016 Westbrook
January 26, 2018 3:00 pm	Deadline for Summer 2018 Field Education Student Applications. All Students must complete the "Student Application" online and <u>schedule</u> a mandatory interview prior to the deadline.
February 19, 2018	Deadline for Church/Agency Applications for Summer 2018 Placements (email attachments are acceptable: fieldeducation@div.duke.edu)
April 29, 2018	Academic Year Placements end
Week of April 30, 2018	Final Evaluations Due from Supervisors, Lay Mentoring Teams, and Students (signed evaluations should be uploaded into Sakai prior to 5:00 pm May 4, 2018)

Reflection Group Options are listed on the next page. Registration will take place by a survey which will be sent to students from the Office of Field Education by Tuesday, September 5, 2017. Selections must be submitted by Friday, September 8 @ 5:00 pm or you will be assigned a group.

Color Key

Yellow – Deadlines	Green – Attendance required by student
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