

## UNIVERSITY OF PHOENIX

### BSHS Field Experience students' completion of field experience

April 10, 2020

Dear Field Experience Students,

As we closely monitor the Coronavirus (COVID-19) situation, we want to provide you an update regarding the completion of your field experience. We understand that the limitation of hours available at sites impacts students' field experience. To continue to provide flexible solutions during this unique time, the college is making adjustments to the Field Experience requirements for students completing their Field Experience courses.

In alignment with industry best practices, students who have completed 85% of the required placement hours (i.e., 148 hours per course and 265 hours for the program) to a satisfactory level may, at program discretion, be evaluated as having met the field placement requirements. *This option for reduced hours is for students whose field completion dates occur by December 31, 2020. If an extension is needed, the college will notify students.*

In the meantime, we encourage you to continue to work with your faculty to identify alternative opportunities for satisfying your field experience requirements.

Students who are unable to meet the minimum hours may be eligible for an In-progress (IP) grade allowing them additional time (determined in consultation with the faculty member) to satisfy their hours.

- Students who are deficient more than 60 hours in BSHS/415 will not be allowed to progress into a second field experience course. However, students in this situation can continue into additional non-field experience courses while working to complete their hours. If Field Experience II is the only remaining course, then students will need to work with their Academic Counselors to submit for a Leave of Absence.
- Students who are deficient less than 60 hours in BSHS/415 will be allowed to progress into their next field experience course. However, a Course Excess/Deficiency Hour Form must be submitted to the faculty to be approved first. The form will then be required to be submitted to the following field experience Faculty member.

Students who are able to accrue excess hours during this timeframe will also be able to roll those excess hours to their second Field Experience course. These students would need to complete the Course Excess/Deficiency Hour Form and have it approved by their faculty member.

We are working diligently to do all that we can to help our students fulfill all programmatic requirements regarding field experience hours given the ever-changing circumstances.

To stay up to date on the latest news from the University regarding COVID-19, please visit our [microsite](#).

Be safe.

Sincerely,

Christina Neider, Ed.D.  
USAF Veteran  
Dean, College of Social and Behavioral Sciences