

**Graduate Certificate in Gerontology
Practicum Proposal**

This form must be submitted for approval by the Graduate Certificate Committee prior to the start of the practicum. A Practicum focused on aging can be completed in conjunction with a practicum requirement from a degree program, or can be arranged independently for the Certificate.

Student: _____ Email: _____

Faculty Supervisor: _____

Semester/Year for Practicum: _____ Course ID Number: _____

Practicum Site: _____

On-Site Preceptor Name: _____ Title: _____

Site Address: _____

City: _____ State: _____ Zip: _____

Please include the following information about the proposed practicum (please type):

1. Indicate the purpose of the practicum. Indicate how it fits into your Certificate curriculum and your overall educational goals.
2. List the learning objectives of the practicum and explain how this experience will allow you to accomplish those objectives.
3. Describe the following:
 - a) The type of work/duties you will be performing;
 - b) Clientele;
 - c) The role your on-site preceptor will take in enhancing/guiding your experience; and
 - d) Your work schedule. (A minimum of 210 hours are required.)
4. Describe how the practicum will be evaluated.

Student Signature Date

On-Site Preceptor Date

Faculty Supervisor Date

(See Other Side)

Committee Comments:

Committee Approval Date: _____

Following approval by the Faculty Committee, work may begin. It is usual practice for the on-site preceptor to meet with the student weekly to offer feedback and discuss their progress toward the goals and objectives of the experience.

The Certificate Office sends midterm evaluation forms to both students and on-site preceptors to formally evaluate the progression of the practicum.

Upon completion of the experience, the on-site preceptor is asked to submit an overall evaluation. Students are required to submit a final report (typed, double-spaced) relating the original learning objectives, one-to-one, with their accomplishments, as well as an overall evaluation of the experience. Along with the report, a copy of any materials developed during the practicum are to be submitted to the Certificate Committee for final approval of the practicum experience. These materials, following approval of the practicum, will be kept in the Graduate Certificate Library.

If you have questions concerning your practicum proposal or placement, please contact Barbara J. Helm, Certificate Coordinator at 257-8301, or bjhelm2@email.uky.edu .