- 1. A field placement can be completed in two different ways:
 - Block (32 hours per week for one semester)
 - Split (16 hours per week for two semesters)
 - \circ Fall spring
 - \circ Spring summer
 - All classes must be completed in spring semester for this split.
- 2. GPA Requirements
 - 2.0 or higher overall GPA
 - 2.5 or higher social work GPA
- 3. SOWK 4040 (Research) must be taken with the field placement. It is best to have all other required courses completed before the internship.
 - All 1000 level courses MUST be completed before the beginning of the field placement.
 - One other course (excluding SOWK 3130 and 4030) can be taken with field and research in the block placement.
 - A maximum of two other courses per semester may be taken with field and research during the fall/spring split placement. All classes must be completed in the spring semester for the spring/summer split. All that is done in the summer is internship hours.
- 4. Securing a field placement (face-to-face students)
 - A list of agencies which have accepted NSU social work interns in the past is provided with the field application.
 - Students will list their two preferred agencies on the field application and, after contacting those agencies, Professor Hoffpauir will instruct the student as to how to proceed.
- 5. Securing a field placement (online only students)
 - Students who do not live in North Louisiana have to take the lead in identifying a placement agency.
 - Students will have to contact social services agencies in their area to discuss the possibility of an internship.
 - Students will list at least one agency which gave them a positive response on the field application. They must include the name of the person they talked to and that person's contact information (email and phone).
 - It's best if two agencies are identified in case the first agency does not work out.
 - Professor Hoffpauir will contact the agencies identified to ascertain their appropriateness for an internship and will instruct the student as to how to proceed.
- 6. During the internship
 - Face-to-face students will have research class on Monday morning of each week and the intern seminar on Monday afternoon from 12:30 PM to 1:45 PM.
 - Online students will have seminar on WebEx. Students must have a working webcam and microphone for seminar. They must also have a quiet, private place from which to log on, as what is said in seminar is confidential. Seminar times are to be determined at the beginning of each semester.