



**MA in Higher Education and Student Affairs  
Fieldwork Practicum Agreement Form**

Please complete with student as you arrange placement details and send to [oss@redlands.edu](mailto:oss@redlands.edu)

1. Student name:
2. Name of institution/fieldwork site:
3. Is the student employed at this institution? <input type="checkbox"/> Yes <input type="checkbox"/> No
4. If you answered yes to question #3, has approval been obtained from a direct-supervisor approval to do practicum hours: <input type="checkbox"/> Yes <input type="checkbox"/> No
5. Name of site-mentor:
6. Job title of site-mentor:
7. Site-mentor contact:
8. Please indicate that both student and site-mentor have read the fieldwork guidelines: <input type="checkbox"/> Yes <input type="checkbox"/> No
9. How many hours will the student be working with you?
10. Anticipated start date:
11. Anticipated end date:
Student signature:
Site-mentor signature: