Department of School Psychology
College of Education and Behavioral Sciences

Summer 2015, Fall 2015, & Spring 2016
APCE 789
Internship in School Psychology

Professor: Robyn S. Hess, Ph.D. (970) 351-1636/robyn.hess@unco.edu
Meeting Days: 6/27, 9/25; 10/16; 11/20; Spring meetings TBD
Beginning/Mid-term/Final Visits: Aug 17-28, Dec 1-11, Apr 25-May 6 (if more than 3.5 hours away, some of these visits may be replaced with Skype calls)
Office: McKee 293
Office Hrs: Summer: Mon & Weds 1:00-3:00 (unavailable July 2-14 and Aug 5-7)
Seminar Times: 3:00 – 5:00 Location: Lowry Campus

Credit Hours: You must take 6 credit hours for internship. You may register for 1-8 credit hours during any one semester. Internship must be completed over 3 consecutive semesters. I recommend taking 3 credit hours for Spring 2016 to avoid having to pay an extra fee.

Seminars: Students within a reasonable driving distance (3.5 hours or less) will attend 3 seminars during the Fall and 3 seminars during the Spring term. Seminars will be held at the Lowry campus.

Prerequisite: All coursework completed and permission from your advisor and the internship coordinator.

Description: Supervised experience in the practice of school psychology with a children and adolescents in a school or clinic setting. (See Ed.S. Internship Guidelines in your EdS handbook for a complete description.)

Required Text:


Course Requirements:

1. You will follow the district calendar and will be on site everyday (unless otherwise arranged as in the above seminars), you will be on time, dressed professionally, prepared for your meetings, and will follow all of the requirements consistent with your contract. Failure to consistently demonstrate the above may result in a U for the semester and a need to retake the hours/credits.

2. You are required to have submitted to me (a) a copy of your internship license or evidence that you have applied for the license and are waiting for the document to arrive – if one is not required in your state please send me a simple statement, (b) proof of insurance – I do not need the whole policy only the page that says you are insured, (c) a copy of your clearance form signed, (d) your internship proposal form, (e) a current address, phone and e-mail for you and your site based supervisor, (f) a signed
university/district agreement. If these have been submitted already, thank you. If not, I need them by our initial visit in August.

3. You are required to complete a minimum of 1200 hours of supervised internship. The hours must be completed by the last day of the spring semester 2013 in order to graduate in the spring. If your hours are not complete by the designated day you will still be able to walk at graduation. However, you will need to register for internship in the summer and graduate that term. If such a case arises, there are no additional requirements other than those contained in this syllabus. The student would only need to complete and document the required hours.

4. You will work with your on-site supervisor to set up three visits during the academic year with myself (university supervisor, you, and your on-site supervisor). The visits will be during the timeframes specified above. If at all possible, I will ask that you work with other interns in your area as well so that I can accomplish all of the metro area visits in 1-2 days. Interns on the Western Slope may have phone or Skype conferences for one visit, one will occur at CSSP, and one on-site. For the phone or Skype call, you are responsible for insuring that you and your supervisor are in an office room with phone conferencing or Skype capabilities, such that the two of you will then call the professor at the pre-arranged time.

5. You and your site-based supervisor will utilize the Internship Accomplishment Form as a guideline for structuring your experience. The form will be completed (graded) and submitted to me at mid-internship (our mid-intern meeting) and final (final intern meeting). I will need a copy of the form with signatures at mid-internship and the final with original signatures submitted to me in hard copy.

6. You are required to attend three seminars a term. Students must attend and actively participate in the meetings. The focus of the seminars will be on sharing your experiences/insights with your cohort, obtaining support from other interns, and learning about new policies, practices, and directions in the field of school psychology. Additionally, direction on how to complete the case studies (see below) will be provided. If you are absolutely not able to attend (e.g., snow event, crisis, illness), let the instructor know as soon as possible. All readings are to be completed prior to coming to seminar so that you are able to discuss them with your peers.

7. Using the template provided, complete your logs in a timely manner and have them signed off by your site supervisor (keep paper copies for your records). It is your responsibility to keep track of logs sent. All logs are due at mid-year (date of the mid-year visit) and at the end of the year (May 6th). All logs must be labeled, signed and sent to me in an electronic format (e.g., pdf):

    Last name.first initial.semester/year.pdf.

For example,

8. Inform your university supervisor as soon as possible if you have a problem or ethical concern. Present the steps you have taken to solve the problem (if appropriate) and the results. Even if you think the problem is now solved or cannot be solved, it is helpful to make me aware of these situations.

9. Be an active participant/discussant in our seminars.

10. **Each intern will complete 2 case studies.** You must complete one case that is academic and one that is more behavioral/social emotional. It is expected that one will be completed in the Fall Semester and one in the Spring Semester. Case studies will be graded on a rubric (similar to the one used in School Psychology Practicum and found in the handbook under Internships). Remember that this case requires an FBA/problem-solving approach, including a tight link between intervention and assessment. Students must attain a passing grade on the case study to receive a passing grade for internship. **The fall case study is due on or before December 2, 2013 and the spring case study is due on or before March 21st.** The case is your way to demonstrated that you have developed the skills to implement best practices, such as data-based decision-making, problem-solving consultation, promoting treatment integrity and science-based interventions tailored to the needs of the child. Additionally, it shows us your ability to effect positive change for students.

11. Demonstrate a high level of ethical behavior as per NASP and APA standards.

**Grading:**

Students will earn a grade of NR, Satisfactory or Unsatisfactory. During your first semester, you receive an NR, which simply indicates that you haven’t been rated yet, during your second semester you will also receive this grade. At the end of your third semester, all NR will be changed to S if you have completed all requirements of the internship.

**Accommodations Statement**

Students who believe that they may need accommodations in this class are encouraged to contact the Disability Support Services, Voice/TTY (970) 351-2289, or fax (970) 351-4166, or visit [www.unco.edu/dss](http://www.unco.edu/dss) as soon as possible to ensure that accommodations are implemented in a timely fashion.

**Inclusivity Statement**

The College of Education and Behavioral Sciences (CEBS) supports an inclusive learning environment where diversity and individual differences are understood, respected, appreciated, and recognized as a source of strength. We expect that students, faculty, administrators and staff within CEBS will respect differences and demonstrate diligence in understanding how other peoples’ perspectives, behaviors, and worldviews may be different from their own.