

**ST. MARY'S UNIVERSITY**  
**DEPARTMENT OF COUNSELING &**  
**HUMAN SERVICES**

One Camino Santa Maria  
 San Antonio, Texas 78228-8527

**TEACHING (CN8110/8210/8310)**  
**EXPERIENCE PROSPECTUS**

**INSTRUCTIONS:** After completing this form return to the Department of Counseling & Human Services.

STUDENT: LNAME, FNAME MI

PHONE: (H)

(W)

**INSTRUCTIONS**

On the next page, concisely outline the proposed clinical and teaching experience. The prospectus should make clear the chief responsibilities of the student and the approximate allocation of time. However, you may take advantage of new opportunities when they arise after consulting with your instructor.

The prospectus should include the following:

1. **Time:** Indicate dates (months, year) and hours per week.
2. **Field Supervisor:** Indicate names, positions, and a brief background of each person to be involved in the supervision and the approximate weekly time to be devoted to supervision.
3. **Experience:** List the various duties you will perform. Indicate approximate time devoted to each. An internship student should engage in all the activities performed by a full-time staff member of the agency.
4. **Signatures:** The prospectus must be completed, signed by the student, off-campus supervisor, university supervisor, and then, in the case of practicum, submitted to the instructor for his approval and signature. The prospectus should be submitted no later than Friday of the first week in which classes are held.

**TEACHING EXPERIENCE PROSPECTUS**

COURSE TITLE:

COURSE NUMBER: CN

**ENROLLMENT INFORMATION**

**DATES**

STARTING DATE

ENDING DATE

PROSPECTIVE AGENCY/SCHOOL:

PHONE:

FIELD SUPERVISOR:

TITLE:

HIGHEST DEGREE:

FIELD:

HOURS PER WEEK:

APPROXIMATE WEEKLY TIME DEVOTED TO SUPERVISION:

**PROSPECTUS:**

CONTINUED ON FOLLOWING PAGE

**PROSPECTUS (Continued)**

**SIGNATURES**

**STUDENT:**

**FIELD SUPERVISOR:**

**DATE:**

**DATE:**

**APPROVALS**

**UNIVERSITY SUPERVISOR:**

**INSTRUCTOR:**

**DATE:**

**DATE:**