

**Field Experience – Student Affairs in Higher Education
COUN 8450
Fall 2023**

Instructor: Kristy Schweitz, MS

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Office: Mammel Hall 134K

Office Hours: By Appointment through Zoom

week within one 16-week semester. Additional hours may be required to account for

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The Field Experience Course instructor will assist students to calculate total hours

Grading Scale (by percentage)

93 - 100	=	A
85 - 92.99	=	B
77 - 84.99	=	C
69 - 76.99	=	D
Below 69	=	F

week within one 16-week semester. Additional hours may be required to account for

The Field Experience Course instructor will assist students to calculate total hours throughout the entire semester. Students will submit hours completed each week and the instructor will provide hour totals at each one-on-one meeting but will provide students the totals at any request. Logging accurate hours while in this course provides the majority of your overall grade. If the supervisor disagrees with hours logged, the student, instructor, and supervisor will meet together to go over each Weekly Journal entry to find the discrepancy. Depending on the severity of dishonesty, students who fail to accurately log their hours may fail the course.

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See more at [Internship Hour Log](#)

2. Weekly Journals

Worth 5 points each week

This assignment provides the instructor with a weekly log of your tasks and project and gives the student an opportunity to reflect on outcomes each week. Students will also use this format to weekly track their logged hours to assist them in tracking hours throughout the semester.

See more at [Weekly Journals](#)

Worth 70 total points

assignment. Students will find a formal job description of this job, from any institution utilizing sites such as higheredjobs.com, The Chronicle job listings, institutional websites, or students can write their own that may represent a posting if their dream job is unavailable at the time of the course. A 3-5 double spaced paper will be completed discussing multiple questions and prompts.

See more at [Ideal Position Paper](#)

4. Recorded Work Sample and Reflection Paper

Worth 50 points

Each student will record at least one session of approximately 15-30 minutes in length of work with students to be reviewed and critiqued in class. Signed consent forms must be provided to the instructor before your session can be shown. Students will also complete a 2 page written reflection paper.

See more at [Recorded Work Sample and Reflection Paper](#)

5. One on One Meetings with the Instructor

Worth 30 total points (15 points per meeting)

COUN 8450 students will have a chance to meet with their instructor at two, 30-minute sessions, with the Field Experience Course Instructor. Students can schedule more meetings if they would like, but at least two formal meetings are required for the course. In these meetings, students will discuss professional goals, challenges and successes in the field experience site, and will review the a66 Tm0.035392 Gęsetur

Technology Support: Reach out to the office of [Information Technology Services \(Links to an external site.\)](#) for assistance with technological support for this course. For more information, contact **(Location:** EAB 104, **Phone:** 402.554.4357, **Email:** unohelpdesk@unomaha.edu). You also can always reach out to me to troubleshoot!

Student Support Services: There are a number of services available to you as a UNO student that you should bookmark and maintain for moments of need. It is important to know where to go when you need assistance before, not after, a problem occurs.

[Accessibility Services Center \(Links to an external site.\) \(Links to an external site.\)](#)

[Academic Career and Development Center \(Links to an external site.\) \(Links to an external site.\)](#)

[Cashiering & Student Accounts \(Links to an external site.\) \(Links to an external site.\)](#)

[Civic and Social Responsibility \(Links to an external site.\) \(Links to an external site.\)](#)

[Counseling and Psychological Services \(CAPS\) \(Links to an external site.\) \(Links to an external site.\)](#)

[Criss Library \(Links to an external site.\) \(Links to an external site.\)](#)

[Financial Support & Scholarship \(Links to an external site.\) \(Links to an external site.\)](#)

[Gender and Sexuality Resource Center \(Links to an external site.\) \(Links to an external site.\)](#)

[Health Services \(Links to an external site.\) \(Links to an external site.\)](#)

[Military & Veteran Services \(Links to an external site.\) \(Links to an external site.\)](#)

[Ombuds Services \(Links to an external site.\) \(Links to an external site.\)](#)

[Wellness Center \(Links to an external site.\) \(Links to an external site.\)](#)

[Writing Center \(Links to an external site.\)](#)

Student Expectations: Online courses are very different from traditional, face-to-face classes. Ultimately, online courses force students to be much more actively engaged in

Withdrawal Date:

[Academic Calendar \(Links to an external site.\) \(Links to an external site.\)](#). Most UNO colleges require a speech grade of C or