

SPSY 771/772 Internship **Pre-Approval** Process

INSTRUCTIONS: The university-based supervisor must complete this checklist with the intern-to-be (in-person or phone call discussion). Inclusion of a representative of the hiring district may also be requested. A completed checklist must be on file with the program prior to the intern signing a contract with the district.

YES or NO	REQUIREMENT
Y or N	The intern-to-be has passed the PRAXIS II School Psychology Exam (SCORE =). The pin number required to register for SPSY 775 Internship credits will not be provided until the PRAXIS is passed.
Y or N	The internship site must provide a field-based supervisor that is <u>currently employed</u> by the hiring district. A key role for the field-based supervisor will be to provide “inside” knowledge about district procedures, policies, key resources, and the community in which the district is embedded; the supervisor <u>must also be accessible within district for 2.0 hours a week of face-to-face</u> supervision, guidance, and additional direction as needed by the intern. Maintaining field-based supervisors employed by the district also minimizes potential concerns or challenges with confidentiality and liability that could occur with non-district-employed supervisors.
Y or N	The field-based supervisor must have a current school psychology license/credential in the state where the internship will take place.
Y or N	The field-based supervisor must have at least three years of applied school psychology experience beyond their own internship.
Y or N	The field-based supervisor must be deemed an appropriate fit for supervising interns (e.g., availability, growth mindset, high expectations but also patient, etc.). The intern-to-be is encouraged to inquire about field-based supervisor options and not simply take whatever supervisor is available or offered.
Y or N	The internship site must provide varied and diverse school psychology roles, closely resembling the NASP Practice Model (10 domains of practice). While a perfect balance of all of these roles/domains is not expected, no single role shall dominate an internship (e.g., mostly SPED assessments, all counseling, etc.). The intern’s hour log will be monitored to ensure variety and the internship site must agree to adjust roles during the year, as needed.
Y or N	While all internships are challenging, the internship site must <u>not</u> place the intern in <u>the most</u> challenging buildings in the district. Specific buildings/sites must have adequate leadership, adequate staff morale, and challenges appropriate for an early-career professional. The internship site must agree to move the intern, during the internship year, if leadership or morale becomes clearly overly-problematic or toxic.
Y or N	The internship site must not be isolated. “Isolated” sites are defined as sites in which the intern would be the only school psychologist in the district OR have infrequent interactions with other school psychologists employed by the district (e.g., working in buildings many miles away). While districts such as these may be perfectly fine in the long-term, they typically do not make strong/supportive learning experiences during the internship year.
Y or N	Learning from a variety of veteran educators is desirable. The internship site must be willing to support the intern with a variety of mentors (even if informal), beyond the field-based supervisor, as well as provide needed training or professional development.
Y or N	The internship site must be flexible with interns as they need time to complete university/program requirements and, potentially, extra time to complete site expectations.
Y or N	The internship site must be flexible in allowing the intern to attend monthly, campus-based (or video-conference if at a distance more than 100 miles from UWRF) internship seminars, which are held from 4:30-7:00 p.m. (Central Time Zone).
Y or N	The internship site must support the intern’s title as “school psychology intern” and not “school psychologist” (reserved only for those who have completed the Ed.S.).

Intern-to-be name and district intending to hire: _____

University-based supervisor approval signature and date: _____