

DISMISSAL POLICY FROM PRACTICUM/INTERNSHIP

Students should be informed of the possibility of being dismissed from practicum/internship, if such possibility exists, no matter how remote. Please read the following, then date and sign one copy and return to the faculty supervisor. This indicates you understand this procedure and the basis for dismissal.

Students may be dismissed from the Practicum/Internship for the following reason:

1. Violation of procedures, policies, or ethics of the co-operating organization as judged by the organization or the faculty.
This would include such behaviors as: violations of confidence; deliberately and continually disobeying a supervisor; acting in such a way as to put clients or organization staff in physical or emotional jeopardy; acting in such a way as to place the organization in an ineffective or embarrassing position, or other such deliberate and continual acts of misconduct or infractions of rules, following verbal or written notification from the supervisor.
2. Acting in an unprofessional manner as judged by the organization or the faculty.
This may include behaviors that severely diminish the effectiveness of the organization; place clients, staff, or innocent bystanders in physical or emotional jeopardy; represent self as having more authority, control, power, credentials, or ability than that of an organization intern; or any other unprofessional behavior that calls into question an individual intern's ability to handle the demands of the Practicum/Internship.
3. Gross incompetence or negligence as judged by the organization or the faculty.
These behaviors may include endangering the physical and psychological health of clients, staff, or others, and/or creating unnecessary risks and dangers for clients, staff, or the general public.
4. At the request of the organization or faculty.
In addition to dismissal for the intern's own misbehavior, he/she should be advised that an organization may request removal of an intern for situational reasons peculiar to that organization (i.e., inability to give proper supervision). Also, the student should be aware that faculty may withdraw an intern at any time from a practicum/internship if it is felt that either:
 - a. The student is being psychologically or physically damaged by the experience, or
 - b. The student is getting a completely inadequate and inappropriate practicum/internship experience, or is being inadequately supervised.

In any of these circumstances, where a specific Practicum/Internship site or setting is terminated for the student, the faculty will make an effort to secure another setting in accordance with the following options (determined by the faculty as circumstances permit);

- a. Secure a new practicum/internship site for the remaining weeks of the Practicum/Internship;
- b. Reduce the number of credit hours for the semester to correlate with clock hours already completed;
- c. Any other equitable arrangement that can be worked out between the faculty and the student.

NOTE: The Faculty or the School of Lifespan Development and Educational Sciences, or Kent State University, has no responsibility to secure a new site for students who are dismissed because of their own misbehavior. Students may appeal any dismissal or grade through the normal grade appeal system.

I have read and understand the dismissal policy from practicum/internship.

Student's Name

Date