Advanced Practicum/Academic Internships (CAS 464L, 474L, 494L)

Successful completion of an advanced seminar/practicum course is required for all Child and Adolescent Development (CHAD) majors. Students complete practicum requirements in settings aligned with the content emphasis of the practicum seminar. Settings include early childhood, school, and community-based contexts.

Students typically complete 4-5 hours per week at the practicum site for a total of 60 hours over the course session. The grade option for the practicum component is 2 units of lecture that are graded and 1 unit of lab that is credit/no credit. Contact CAS Fieldwork Advisor, Professor Diana Robles, for further information.

Prerequisites
- For CAS 464L: CAS 101, 300, 301, 310, 325A, and 394/394L OR CAS 140/140L, 305, 321, 322, and 394/394L
- For CAS 474L and CAS 494L: CAS 101, 300, 301, 310, 325A, and 394/394L
- Co-requisite: CAS 464, 474, or 494

CAS Fieldwork Advisor
Diana Robles, MA
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(657) 278-2877
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Department Information
Website: hhd.fullerton.edu/cas/Fieldwork/forStudents.htm
Tel: (657) 278-8458; Fax: (657) 278-4456
Location: EC-531

Finding an Internship
Students are responsible for seeking and securing internships for themselves. There are a few ways you can search:

Option one: Find an internship in Titan Connection
Visit www.fullerton.edu/career
- Click on Students > Jobs & Internships
- Click on View Jobs & Internships on Titan Connection
- Login using your campus portal
- Fill out the subsequent survey if you have never been to this page before
- To upload a resume/cover letter, point to the Documents tab and click Documents. Click Add New and browse to document to upload.
- Point to the Jobs & Internships tab and click Titan Connection Jobs
- Click the Intern (academic/for college-credit)* tab
- Enter relevant keywords and click Search

Option Two: Create an Internship in an Approved School District
You may create your own placement at a school of your choice, but it MUST BE a school controlled by a school district approved by CICE (not just in the district’s geographic boundaries). In order to register your placement at an approved district’s school, follow these steps:
1. Go to the Service-Learning Resources menu on www.fullerton.edu/cice/students/service_learning.php
2. Check the Approved School Districts list to verify your district is approved.
3. If the district has been approved, submit the New School Form to CICE to have your school added.

Option Three: Find your own
If you secured an internship at a site that is not already registered in Titan Connection, complete a short online request form and an immediate email with instructions will be sent to you and your site supervisor. Simply visit fullerton.edu/cice/students and select My Academic Internship Site Isn’t Registered in the left menu column. Please allow up to 3 weeks to finalize your site registration.

INTERNSHIP OUTSIDE OF THE US
Please contact CICE a minimum of 3 months before the semester you plan to take your internship in. If your internship is through a third-party agency contact the Study Abroad office at sabroad@fullerton.edu or 657-278-4594.

Registration Instructions
1. Complete CICE Registration (Academic Internship site must be registered and approved PRIOR to your start date):
   - Navigate to http://www.fullerton.edu/cice
   - Under “For Students” Click on CICE Registration
   - Log in using your Campus username and password and select: Academic Internship
   - Enter all information as required clicking “Continue” to progress
   - Print the Registration Complete page for your instructor if required
2. Enroll for CAS 464/474/494 internship class on Titan Online or through the CSUF Admissions Office.

International Students
CPT and Registration Steps:
All international students are required to obtain a CPT I-20 before beginning an internship. Contact the International Students & Scholars Office (ISS) office for full information before beginning your internship search to understand the process and timelines.