

Practicum Stipend & Concurrent Employment Program Effective 1/1/24

#1 Bachelor Level Practicum Students (32 Hour / 16 Hour)

- \$400/\$200-month Monthly stipend
 - Stipend is paid as long as the student is in good standing as a practicum student.
 - Expectations to receive stipend
 - Student provides 32 or 16 hours per week of practicum work, utilizing agency timekeeping software for proof of hours.
 - Student meets billing expectations of 54% of hour as direct service hours with clients, effective after agency onboarding/training period

- \$400/200 Sign on Bonus
 - If student becomes full time staff after completion of practicum/graduation/licensing, they will receive a sign on bonus of \$400 / \$200 month for the number of months they were employed as practicum student at agency.
 - For Example:
 - 4 months @ \$400 / \$200 per month
 - Once Hired as Full-time staff following practicum, employee will receive a sign on bonus of \$400 / \$200 month for a total of 4 months (paid according to the agency payroll schedule)

#2 Master Level Practicum Stipend

- \$800/ month Monthly Stipend
 - Stipend is paid as long as the student is in good standing as a practicum student.
 - Expectations to receive stipend
 - Student provides 16 hours per week of practicum work, utilizing agency timekeeping software for proof of hours.
 - Student meets billing expectations of 54% of hour as direct service hours with clients, effective after agency onboarding/training period

- \$800/ month Practicum Sign on Bonus
 - If student becomes full time staff after completion of practicum/graduation/licensing, they will receive a sign on bonus of \$800/ month for the number of months they were employed as practicum student at agency
 - For Example:
 - 4 months @ \$800/ month

- Once Hired as Full-time staff following practicum, employee will receive a sign on bonus of \$800 / month for a total of 4 months (paid according to the agency payroll schedule)

#3 Masters Concurrent Part-time Employment

- Students can participate in the Practicum Stipend Program while completing practicum hours and be employed part-time at the agency in a separate division.
 - Students will be paid for practicum hours with the stipend according to stipend protocol.
 - Students that are employees in a separate division will be paid according to the position in which they are working according to the agency's pay scale.

#4 Practicum & Tuition Reimbursement Policy

- Current full-time employees that are enrolled in the Tuition Reimbursement Program are not eligible for the Practicum Stipend Program, unless they withdraw, in writing, from the Tuition Reimbursement Program and repay any expenses incurred either through employment upon licensing or financial reimbursement.

Practicum Stipend Program

Student Name _____

Supervisor _____

Practicum Start Date _____

Practicum End Date _____

Master Level

Bachelor Level

32 Hours 16 Hours

I acknowledge that I have read and understand the Practicum Stipend Program. I acknowledge that I must meet certain requirements to be eligible for the Practicum Stipend Program. I further understand that I must meet agency expectations for continued placement in the practicum program and for employment consideration.

Student Signature

Date