

**TEXAS CHRISTIAN UNIVERSITY  
DEPARTMENT OF SOCIAL WORK**

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**STUDENT LEARNING CONTRACT &  
EVALUATION OF PERFORMANCE IN FIELD EDUCATION**

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Student:

Field Instructor:

**INSTRUCTIONS FOR COMPLETING THIS FORM**

**LEARNING CONTRACT**

This learning contract outlines the learning objectives of the student for the duration of the field experience. During the initial weeks of the placement, the field instructor and student should begin to discuss the tasks that the student will complete in order to reach each of these objectives. Each task should be specific to the agency setting and realistic given the length and amount of time the student will be at the agency. Each task should also have a method of evaluation that will assess the student's progress toward meeting the objective. The faculty liaison assigned to working with the student will visit the agency during this time to assist in the preparation of the learning contract. Upon completion, the learning contract should be used as a guide for weekly supervision.

**EVALUATION OF PERFORMANCE**

At the end of each semester, the student will be evaluated on the progress made toward achieving each task and the overall objectives stated in the learning contract. This form will be used for both semesters of the placement to allow the student and field instructor to compare the student's level of performance throughout the duration of the placement. The student should be evaluated according to the criteria below.

| N/A  | 1  | 2   | 3  |
|--|--|---|--|
| <p style="text-align: center;"><b>NOT APPLICABLE</b></p> <p>There has not been the opportunity to develop and practice this task as of yet. <i>This should be addressed with the faculty liaison during the end of semester visit.</i></p> | <p style="text-align: center;"><b>DOES NOT MEET REQUIREMENTS</b></p> <p>The student is performing below the expected level of performance and shows little evidence of understanding the concept and/or demonstrating the skill.</p> | <p style="text-align: center;"><b>MEETS REQUIREMENTS</b></p> <p>The student performs tasks and understands social work concepts at the expected level. The student understands the concept and applies the skill with consistency. It is expected that most students will be at this level.</p> | <p style="text-align: center;"><b>EXCEEDS REQUIREMENTS</b></p> <p>The student performs at a level above what would be expected for a senior social work student. He/she displays an above average ability to understand social work concepts and demonstrate social work skills.</p> |

**SECTION I: KNOWLEDGE OBJECTIVES**

Objective A: To obtain an understanding of the agency’s programs and structure, and be able to effectively communicate this information to clients and other professionals.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective A | Field Instructor’s Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective B: To learn content relevant to the problem areas with which the agency deals.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective B | Field Instructor’s Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective C: To increase knowledge about the client populations with whom the agency works.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective C</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective D: To develop an understanding of and ability to apply the NASW Code of Ethics to client and case experiences.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective D</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

**SECTION II: PROFESSIONAL DEVELOPMENT OBJECTIVES**

Objective A: To demonstrate professional behavior as required in an agency setting.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective A | Field Instructor's Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective B: To develop work management, recording, and communication skills required of a Bachelor’s level Social Worker.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective B</b> | <b>Field Instructor’s Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective C: To use supervision appropriately and effectively.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective C</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective D: To set and maintain appropriate boundaries with clients and other staff members.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective D</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

**SECTION III: SKILL OBJECTIVES**

Objective A: To develop effective helping relationships with clients based on respect, authenticity, and genuineness.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective A | Field Instructor's Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective B: To demonstrate an understanding and acceptance of clients from diverse populations.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective B | Field Instructor's Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective C: To demonstrate competence in the use of social work skills.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective C</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective D: To demonstrate the ability to conduct thorough assessments of clients and develop effective contracts to meet agreed-upon goals.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective D</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective E: To demonstrate the ability to work successfully with hostile or difficult clients.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective E</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective F: To demonstrate the ability to lead and facilitate a group.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective F</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective G: To use community resources effectively and make appropriate referrals.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective G</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

Objective H: To effectively terminate the helping relationship with clients.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective H</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

**SECTION IV: PERSONAL OBJECTIVES**

Objective A: To build confidence and reduce anxiety in interactions with clients.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective A | Field Instructor's Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective B: To practice self-care.

| Tasks To Be Completed by Student   | Method of Evaluation          | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|------------------------------------|-------------------------------|--|-----|---|---|---|
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |
|                                    |                               | S1:  | N/A | 1 | 2 | 3 |
| Overall Performance on Objective B | Field Instructor's Assessment | S1:  | N/A | 1 | 2 | 3 |
|                                    |                               | S2:  | N/A | 1 | 2 | 3 |

Objective C: To explore and resolve value conflicts that arise from issues related to the agency and/or clients served by the agency.

| Tasks To Be Completed by Student          | Method of Evaluation                 | Semester 1 Evaluation<br>Semester 2 Evaluation |     |   |   |   |
|---|--------------------------------------|--|-----|---|---|---|
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
|   |                                      | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |
| <b>Overall Performance on Objective C</b> | <b>Field Instructor's Assessment</b> | S1:  | N/A | 1 | 2 | 3 |
|   |                                      | S2:  | N/A | 1 | 2 | 3 |

### SEMESTER 1 EVALUATION SUMMARY

|   |                    |
|---|--------------------|
| Date:                                       | Total Field Hours: |
| Student Strengths:                          |                    |
| Professional Growth Observed this Semester: |                    |
| Areas for Student Improvement:              |                    |
| Field Instructor Signature:                 | Student Signature: |
| Faculty Liaison Signature:                  |                    |

## SEMESTER 2 EVALUATION SUMMARY

|   |                    |
|---|--------------------|
| Date:                                       | Total Field Hours: |
| Student Strengths:                          |                    |
| Professional Growth Observed this Semester: |                    |
| Areas for Student Improvement:              |                    |
| Field Instructor Signature:                 | Student Signature: |
| Faculty Liaison Signature:                  |                    |