

FIELD PLACEMENT

Early Childhood Education

Field Placement Online Request
Form

WHAT IS IT?

- An Online Request Form that students complete in order to be assigned a Field Placement Site/Agency

WHAT INFORMATION IS REQUIRED?

- Name, Student ID, and Mohawk College email
- Reading and Agreeing to the Field Placement Agreement and Conditions
- 5 Field Placement Possibilities THESE ARE NOT GUARANTEED!

Things To Consider...

- **Location** of Field Placement Site/Agency - distance
- **Transportation** to Field Placement Site/Agency – bus route
- If you travel by car, are there **parking costs**
- **Type of Placement:** Depending on the time of year and what placement you are completing you will have different options of placement opportunities such as – Early Learning and Child Care, Before & After School Programs, Kindergarten, and EarlyON Child & Family Centres (some options are closed during the summer months)
- **Conflict** of Interest

☰ ECE Community Partne... 🔍 ⋮

ECE Community Partners Early Learning and BA ☆

68 views

SHARE

✓ EarlyLearning.xlsx

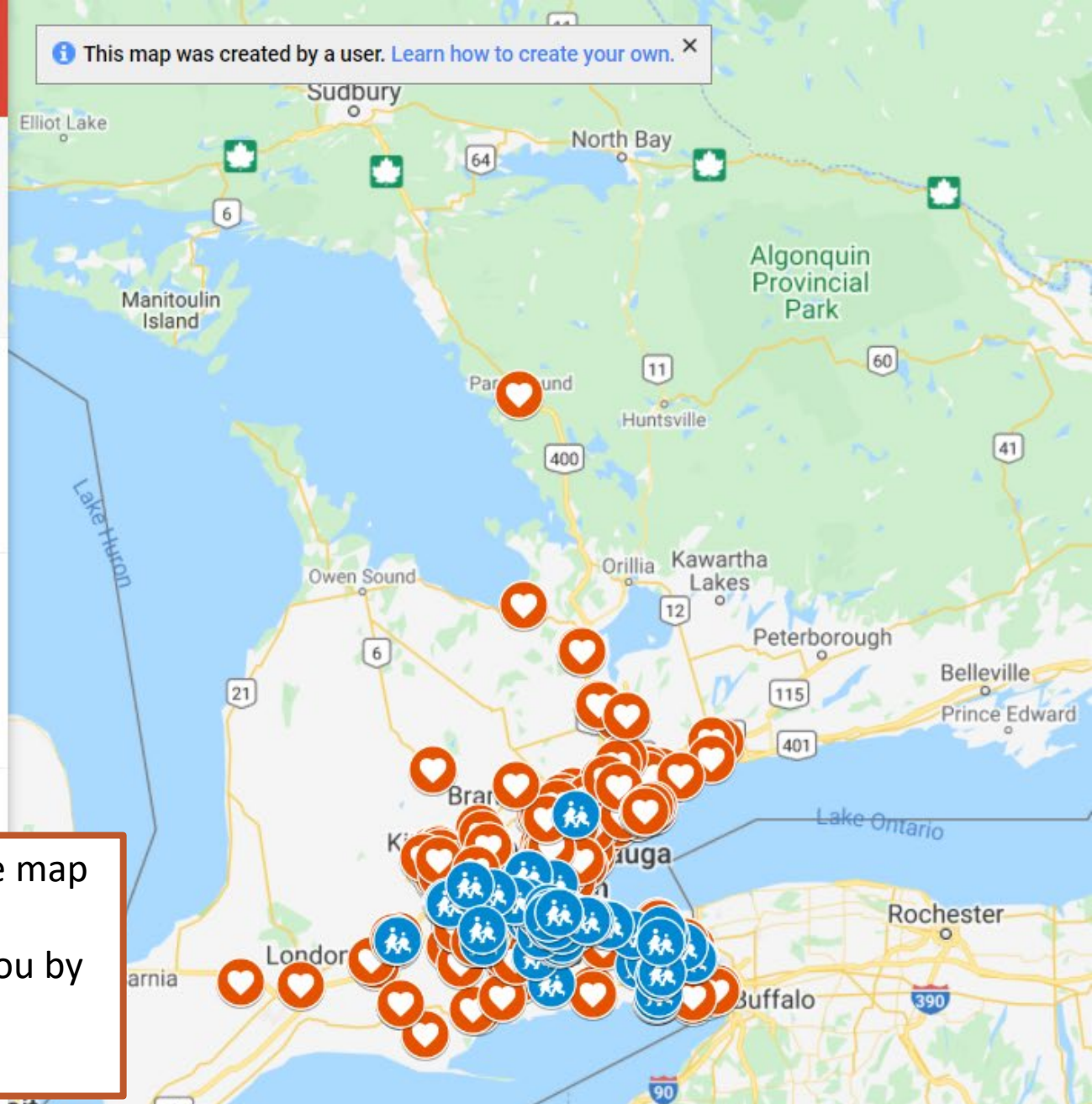
▼ 📍 All items

✓ BeforeAfter.xlsx

▼ 👤 All items

Confirm with your FPS what type of placement opportunities are available to you.

You can use the map to search for a location near you by entering your address.



Request Form - List of Community Partners

ECE students will first need to download the Community Partners list.

This is a PDF of all the agencies that are available for placements.

You will be required to copy and paste the names of the agencies you are interested in into the Student Request Form. (You do not need to copy the address.)

It is important that the agency name is **identical** to the Community Partners list or your choice may not be considered.

Ancaster

Before & After School Program

HWCCCC: Holy Name of Mary Before and After School Program	161 Meadowlands Blvd.
HWCCCC: Immaculate Conception Before and After School Prog	470 Kitty Murray Lane
HWCCCC: St. Ann Before and After School Program: Ancaster	24 Fiddler's Green Rd.
Umbrella: Ancaster Meadow - Before and After School Program	93 Kitty Murray Lane

Early Learning & Child Care

Ancaster Little Gems Children's Centre	339 Wilson St. E.
Ancaster Montessori School	265 Wilson St. E.
Childventures: Ancaster - Mohawk Road	1281 Mohawk Rd.
HWCCCC: St. Joachim Children's Centre of Ancaster Inc.: Ancast	75 Concerto Court
Meadowlands Children's Centre	900 Golf Links Rd.
Scenicview Childcare Centre	1194 Scenic Dr.
Umbrella: Ancaster Meadow Child Care Centre	93 Kitty Murray Lane
YMCA CC Hamilton: Spring Valley Child Care Centre	99 Durham Drive

Ask your Field Placement Specialist what opportunities are available to you!

ECE Student Request Form

StudentID *

First Name *

Last Name *

Mohawk College Email Address (firstname.lastname@mohawkcollege.ca) *

What Field Placement is this request form for? *

- ☐ Field Placement 1 (Winter)
- ☐ Field Placement 1 (Spring/Summer)
- ☐ Field Placement 2
- ☐ Field Placement 3
- ☐ Practicum Placement 1 (Intensive)
- ☐ Practicum Placement 2 (Intensive)
- ☐ Practicum Placement 3 (Intensive)
- ☐ Professional Practice 1- MAC
- ☐ Professional Practice 2 - MAC
- ☐ Professional Practice 3 - MAC

In which semester will you be doing this Practicum Placement? *

- ☐ Fall
- ☐ Winter
- ☐ Spring/Summer

Are you planning on applying for Prior Learning Assessment Recognition for this Practicum Placement (PLAR)? *

- ☐ Yes
- ☐ No

Are you completing this Practicum Placement through Continuing Education? *

- ☐ Yes
- ☐ No

How do you plan on getting to your Practicum Placement?

- ☐ Public Transit
- ☐ Personal Vehicle
- ☐ Get a ride with someone
- ☐ Other...

What city would you prefer to do your Practicum Placement in? *

You must choose the Field Placement you are requesting in order to see the Map and list of Community Partners.

If you are doing this Field Placement Experience through Continuing Education you must click Yes to identify your this type of placement experience. You will be asked different questions.

- Students are required to read the Agreement and check off that they understand and agree with each statement in order to secure a Field Placement
- For additional information speak directly with your Field Placement Specialist

Agreement

You will list **five different** agencies/sites where you would like to do your Practicum Field Placement. There is no ranking to the 5 choices, meaning the choices you submit are not in any order, and will not be treated as such. I understand that **I am not guaranteed any of the five (5) Field Placement sites that I have chosen.**

☐ I understand and agree with the above. *

The Field Placement Specialist (FPS) will connect with the agency/site to set up the Practicum Field Placement and inform you of the confirmed agency/site. Do not contact these agencies/sites or any agencies/sites to arrange the Practicum Field Placement.

☐ I understand and agree with the above. *

As a student in the ECE program, it is your responsibility to find transportation to and from your assigned Practicum Field Placement location. Travel time could be up to one hour each way.

☐ I understand and agree with the above. *

I understand that I cannot attend Practicum Field Placement at an agency/site where my children currently attend, or at which I work, or a close relative is employed or attends. A Practicum Field Placement can be terminated should it be evident that there is a breach of this guideline.

☐ I understand and agree with the above. *

If you are interested in an agency/site that is not listed on the approved list of agencies/sites you will be given the opportunity to provide the information for agencies/sites you would like to suggest on this Request Form.

☐ I understand and agree with the above. *

Practicum Field Placement sites can be requested outside of the Hamilton area and we will do our best to meet that request, however, **we cannot guarantee Field Placements outside of the Hamilton area.**

☐ I understand and agree with the above. *

You may not begin Field Placement until:

- you have read and agreed to the Conditions on this Request Form
- you have met all the non-academic requirements (NARs)
- your agency/site has been confirmed by the Field Placement Specialist
- you have registered for the Practicum Course
- you have completed an orientation with the agency/site

☐ I understand and agree with the above. *

Monitor your Mohawk College Outlook email once you submit this form. We may require additional information from you prior to confirming your Field Placement. Delays in responding may result in Field Placement delays.

☐ I understand and agree with the above. *

Please list any agencies you have completed previous Practicum Field Placements with or agencies where you or a family

Choosing Agencies

Using the Community Partners list and/or the Map choose 5 agencies/sites you are interested in doing your Field Placement. **Copy and paste the corresponding Agency Name into the boxes below.** You may choose up to 2 agencies that are not on the list. Type **New Suggestion** and click on the "I would like to suggest another agency" and complete the fields that appear.

You must choose a Field Placement above to be able to access the list of Community Partners and the Map.

Community Partner

This will open a PDF in Adobe Acrobat, you will need to go back to your internet browser to complete the form.

Map

On the map type your address in the search bar and you will be able to see the Agencies that are close to you.

Agency *

Copy & Paste the Agency Name from the Community Partners list.

Agency *

Copy & Paste the Agency Name from the Community Partners list.

Agency *

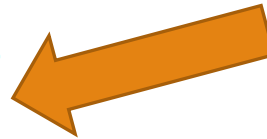
Copy & Paste the Agency Name from the Community Partners list.

Agency *

Copy & Paste the Agency Name from the Community Partners list.

Agency *

Copy & Paste the Agency Name from the Community Partners list.



When entering Agencies, you MUST copy and paste from the Community Partners list or your choice may not show in the report.

New Suggestions (Not on Current Community Partners List)

Students can provide 2 new suggestions for placements that are not on the Community Partners list. Our list of sites is always changing and growing.



Agency *

Copy & Paste the Agency Name from the Community Partners list.

If you want to suggest an Agency that is not on the Community Partners list put **X** for the Agency and another box will open so that you can add the new suggestion

Agency Name

Full Address

Street name, city, postal code.

Contact Person

Full name, phone number, email address

- The link for the Online Request Form is available within your Mohawk College email
- If you need assistance please reach out to your Field Placement Specialist, Maria Agro, Melanie Graham or Karen Shurvin

