**Official Confirmation of Field Placement: Agency Copy**

**(*To be completed by the Department of Social Work*)**

**MEMORANDUM**

TO:           Rachel Tanner-Smith, Integrative Life Center

FROM:      Hannah Washington, Field Education Coordinator

RE:            Confirmation of BSW Student Internship

DATE:      01/11/17

The Department of Social Work is pleased to be in partnership with you in providing field education experiences for our student, Patricia Gormley, a BSW student, has been assigned to your agency for Undergraduate Field Education during the Spring 2017 semester, to complete 400 hours of internship. She will start her placement January 17th, 2017 and end April 28th, 2016. She is scheduled to be at your agency Tuesday-Friday during business hours.