

COMMUNITY PARTNER GUIDE

UC Irvine · School of Education · Fieldwork Requirement



The University of California, Irvine's School of Education offers an Education Sciences B.A. major and Education minor which requires fieldwork. This fieldwork requirement was developed to immerse students in engaged learning through active participation in the community. Community partners are vital in this experience, providing students with mentorship and guidance to foster professional growth. Meaningful fieldwork gives students the opportunity to apply theories from their education sciences courses into practice, helping them to understand educational decisions, processes, and outcomes. In return, students thoughtfully contribute to the organizations and communities they serve.

About Our Students

Students in the UCI Education Sciences program engage in an interdisciplinary exploration of the field of education in schools, communities, and society. Majors are introduced to and develop proficiency with the following core concepts and competencies guiding Education Sciences:

Core Concepts



Human Development



Learning



Schools as Organizations



Social Structures and Stratification



Policymaking

Core Competencies



Application



Public Skills and Citizenship



Communication



Methodological Practices and Research Design



Quantitative and Qualitative Data Literacy

[For more information about our core concepts and competencies, visit our website here.](#)

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Fieldwork should align with one or more core concepts of education sciences, and address related core competencies. This provides students with a great deal of breadth in choosing fieldwork. They are able to match their fieldwork to their unique interests and in a variety of placement sites. Likewise, community partners come from a variety of public and private organizations that focus in some way on education.



Students are able to complete fieldwork anytime after matriculation to UCI. It is important to note that students may be first, second, third, or fourth years, and have a wide range of experiences. Please be sure to communicate any prerequisite experience with students before their fieldwork begins.



Fieldwork Overview

- Students must complete a total of 40 hours of fieldwork, with a minimum of 20 hours per fieldwork placement site.
- Students track fieldwork hours and confirm their time with their supervisors.
- Administrative, clerical and training tasks may not exceed 10% of total fieldwork hours (i.e., no more than 4 hours for a 40 hour assignment, 2 hours for a 20 hour assignment). Driving time to and from fieldwork site(s) may not be counted as fieldwork hours.
- Supervisors should meet with students at least twice during their fieldwork placement in order to provide mentorship, support, and feedback for student learning.
- At the conclusion of the fieldwork, all confirmation paperwork will be signed by the supervisor and submitted by the student in accordance with stated deadlines. Further information below.

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General Roles and Expectations



Field Placement **Supervisors** Will:

- Provide a safe and supportive learning environment.
- Assign roles and duties that will allow students to experience and practice skills in the core competency areas.
- Clearly communicate expectations and responsibilities to students.
- Provide adequate training for assigned duties.
- Provide regular supervision, feedback, and mentoring.
- Openly address student concerns and communicate concerns with the Student Affairs office as needed.
- Confirm placement hours and submit final evaluations after discussing feedback with the student.
- Understand that students are often enrolled at UCI full-time and student schedules may change per quarter.



Field Placement **Students** Will:

- Be engaged, inquisitive, active learners.
- Respect and adhere to UCI and community partner policies.
- Understand and adhere to professional standards of the fieldwork site.
- Support community partner needs and goals through structured, supervised activities.
- Regularly check in with and report progress to their supervisor.
- Communicate concerns or challenges to their placement supervisor and, when necessary, to the Student Affairs office.
- Clearly communicate scheduling needs and preferences.
- Maintain good academic standing.
- Clearly communicate fieldwork verification needs.

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What are students not permitted to do as part of their field study placement?

- Work without supervision.
- Deliver/participate during in-home services.
- Work 1-on-1 in a closed space with a minor (in-person or remotely).
- Be asked to purchase items with their own money on behalf of the organization.
- Run personal errands (pick up coffee, food, etc.) on behalf of field work site staff or supervisor.
- Transport clients in their personal vehicle.
- Replace a paid employee without compensation.

Fieldwork Verification

- Students are responsible for obtaining verification of fieldwork experience from their direct supervisor.
- Students and their supervisor are encouraged to discuss fieldwork documentation, timesheets, hour logs, and general expectations before the first day of fieldwork.
- Supervisors must write a letter of verification after all hours have been completed. Please see this [website](#) for details.
- Students will need documentation of their fieldwork to meet degree requirements. We appreciate your support in advance for providing this for our students!

Thank you!

Thank you for providing fieldwork experience to UCI Education Sciences students. Fieldwork is an important way to train educators, researchers, and leaders of the future. It provides students with the opportunity to contribute meaningfully in the community while also learning important professional skills. If you have any questions, please contact the UCI School of Education Student Affairs office at **educadvising@uci.edu**.