**North Carolina State University**

**Counselor Education Program**

 **Clinical Coursework**

 **ECD 843, 847, 850, 886**

 **Completion Checklist for PHD Students
(For Interns completing Requirements Beginning Spring 2012)**

All requirements for ECD 843, 847, 850, and 886 have been met and satisfactory grade submitted to TRACS.

Hardcopies of documents placed in Doctoral Internship file within the cumulative file (check and attach to this document)

**1. Advanced Counseling Practicum Documents: ECD 843**

\_\_\_\_\_\_\_\_\_Doctoral Practicum Contract

\_\_\_\_\_\_\_\_\_Final Practicum Log

\_\_\_\_\_\_\_\_\_Mid Term and Final Evaluation from Site Supervisor

\_\_\_\_\_\_\_\_\_ Proof of Liability Insurance

**2.Supervision Practicum Documents: ECD 847**

\_\_\_\_\_\_\_\_\_\_Doctoral Supervision Practicum Contract

\_\_\_\_\_\_\_\_\_\_Final Supervision Log

\_\_\_\_\_\_\_\_\_Mid Term and Final Internship Evaluation from Supervision Instructor

\_\_\_\_\_\_\_\_\_Record of Supervision Hours provided/received

\_\_\_\_\_\_\_\_\_ Proof of Liability Insurance

**3.Counseling/Research/Professional Documents: ECD 850**

\_\_\_\_\_\_\_\_Doctoral Internship Contract

\_\_\_\_\_\_\_\_Mid Term and Final Internship Evaluation from Site Supervisor

\_\_\_\_\_\_\_\_Final Clinical Internship Log (300 Hours)

\_\_\_\_\_\_\_\_Printed Example of an On-line Reflection Completed during Clinical Internship

\_\_\_\_\_\_\_\_\_Printed Sample Page from On-Line Portfolio Developed by Clinical Intern

\_\_\_\_\_\_\_\_\_ Proof of Liability Insurance

**4.Teaching Internship Documents: ECD 886**

\_\_\_\_\_\_\_\_ Doctoral Teaching Internship Contract

\_\_\_\_\_\_\_\_Mid Term and Final Internship Evaluation from Teaching Supervisor

\_\_\_\_\_\_\_\_\_ Final Teaching Internship Log (100 Hours)

\_\_\_\_\_\_\_\_\_Brief Plan for On-Line Lesson Developed during Teaching Internship

\_\_\_\_\_\_\_\_Printed Example of an On-Line Reflection Completed during Teaching Internship