**2019-2020 MAM FIELD EDUCATION CHECKLIST**

**Name of MAM Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Pastoral Placement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor’s email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor’s Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

□ **Learning Plan** (**Due:** Friday, September 27th, 2019)

□ **Monthly Supervision Reflection Guide**

□ October 2019

□ November 2019

□ December 2019

□ February 2020

□ March 2020

□ April 2020

□ **Progress Report** (**Due**: Friday, December 13th, 2019)

Note: Student and Supervisor sections for completion.

□ **Theological Reflection Guide** (Present in small groups)

□ (**Due**: Monday, January 20th, 2020)

□ (**Due**: Monday, May 4th, 2020)

□ **Final Assessment** (**Due:** Friday, May 8th, 2020)

Note: Student and Supervisor sections for completion.

Reminders:

* **Email all MAM Field Education Documents to**: [ellen.oesterle@sjs.edu](mailto:ellen.oesterle@sjs.edu). (MAM Administrative Assistant)
* All MAM Field Education Documents are available online at: www.sjs.edu.
* Students are strongly encouraged to keep a Theological / Spiritual Reflection Log in addition to using the Supervision Reflection Guide to help them reflect on their experiences.
* Monthly reminders will be sent to students with any field education material pending.
* Review all reflections first with the supervisor prior to submitting. The Learning Plan, Progress Report and

Final Assessment must be submitted with supervisor’s signature. Send in only one copy of each reflection due.

* Students will have one full semester after an incomplete FE assignment to complete it or a failing grade will be administered, and they will have to make up the work completely.
* Keep a copy of all submitted Pastoral Field Education documentation for your records.

Internal Use Only: Director of Pastoral Formation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_