



2023-2024 MAM Field Education Checklist

Name of MAM Student: _____

Pastoral Placement: _____

Supervisor: _____

Supervisor's email: _____

Supervisor's Phone: _____

Learning Plan (**Due:** Friday, September 22nd, 2023)

Monthly Supervision Reflection Guide

October 2023

November 2023

December 2023

February 2024

March 2024

April 2024

Progress Report (**Due:** Friday, December 8th, 2023)

Note: Student and Supervisor sections for completion.

Theological Reflection Guide

(Present in small groups)

(**Due:** Monday, January 15th, 2024) In-Person session

(**Due:** Monday, May 6th, 2024) In-Person session

Final Assessment (**Due:** Friday, May 10th, 2024)

Note: Student and Supervisor sections for completion.

Reminders:

- **Email all MAM Field Education Documents to:** ellen.oesterle@sjs.edu. (MAM/MTS Assistant to the Director)
- 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 Field Education documentation for your records.

Internal Use Only: Director of Pastoral Formation: _____ Date: _____