



**2024-2025 MAM Field Education Checklist**

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

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

**Supervisor:** \_\_\_\_\_

**Supervisor's email:** \_\_\_\_\_

**Supervisor's Phone:** \_\_\_\_\_

**Learning Plan** (**Due:** Friday, September 20th, 2024)

**Monthly Supervision Reflection Guide**

October 2024

November 2024

December 2024

February 2025

March 2025

April 2025

**Progress Report** (**Due:** Friday, December 6th, 2024)

Note: Student and Supervisor sections for completion.

**Theological Reflection Guide**

(Present in small groups)

(**Due:** Monday, January 20th, 2025) In-Person session

(**Due:** Monday, May 5th, 2025) In-Person session

**Final Assessment** (**Due:** Friday, May 9th, 2025)

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/MTS Assistant to the Director)
- All MAM Field Education Documents are available online at: [www.sjs.edu](http://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: \_\_\_\_\_