**OUTSIDE WORK REQUEST FORM**

(Clinical Psychology Students)

This form is to be completed if you are planning to work at a site not currently vetted by the Clinical Faculty and/or Placement Committee. If adding these hours exceed a) 28 hours of paid and/or unpaid work per week outside your primary laboratory, or b) over 20 hours paid work per week, please also submit an Extra Hours Work Form.

**Please email completed application to the Director of Clinical Training**

Name: Date:

Year in Program:

1. Site for which approval is sought (and in what city it's located):

2. Number of hours per week for which approval is sought:

3. Time period for which approval is sought:

4. Would this be a paid \_\_\_\_\_ or a volunteer \_\_\_\_\_ experience? If paid, what's the pay rate?

5. Supervisor(s) at above site and their credentials:

6. How many hours of supervision per week and what's the nature of the supervision (e.g., individual, group, over the phone, by the main supervisor)?

7. Tasks and responsibilities of the work, whether clinical or research or teaching:

8. How is this opportunity consistent with career goals and the values of the program?

9. What is the possible interference with your current progress and research (none is typically not a full answer)? Elaborate.

**NOTE: If working at this site (either paid or unpaid) puts you above 28 hours of total work per week, please complete the Extra Hours Work Form.**

**Endorsement by major professor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Major Professor Signature)**

**Endorsement by Clinical Area Faculty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (DCT/Area Director Signature)**