INTRODUCTION TO IS8100:
FIELD PLACEMENT AND SEMINAR COURSE

Field placements are designed to help students build bridges between academic knowledge, theoretical discussions, and actual work situations. They give students an opportunity to learn through experience. The field placement also offers students opportunities to:

- increase their understanding of issues of diversity, inclusion, privilege, and oppression
- explore issues of personal identity
- enhance their professional skills
- learn about organizational culture
- identify self-directed learning opportunities
- manage time and priorities
- develop professional contacts

Students are enrolled in the *IS8100: Field Placement and Seminar Course* over two terms. During the Winter Term (January – April) students will attend presentations from practitioners in policy development, service delivery, and community advocacy.

Typically, for full-time students, placements will involve 150-hours or four weeks of full-time placement with an appropriate organization during the Spring/Summer Term (May – July). To accommodate part-time students' work responsibilities, the required hours will be completed with flexible scheduling.

PASS/FAIL CRITERIA

This is a Pass/Fail course. In order to graduate, students must complete the *Field Placement* course and receive a "Pass" grade. The requirements are:

1. Attend at least 4/6 scheduled seminars in the Winter Term.
2. Complete an online environmental health and safety awareness training.
3. Complete the required number of hours at an approved placement.
4. Submit a placement report.
5. Present at a post-placement symposium.

A SAMPLE LIST OF PREVIOUS HOST AGENCIES

- Abrigo Centre
- Access Alliance Multicultural and Health Services
- Alberta Civil Liberties Research Centre
- Amnesty International
- Bank of Montreal (BMO)
- Barbara Schlifer Commemorative Clinic
- Canadian Council for Refugees
- Catholic Crosscultural Services
- Centre for Addiction and Mental Health
- Centre for Rights in Accommodation
- Centre Francophone de Toronto
- City of Toronto, Toronto Public Health
- COSTI Immigrant Services
- Council of Agencies Serving South Asians
- FCJ Refugee Centre
- Immigration, Refugees and Citizenship Canada (IRCC)
- Institut de leadership des femmes de l'Ontario /Institute of Leadership for Women of Ontario
- Institute for Canadian Citizenship
- Jamaican Canadian Association
- Kababayan Community Centre
- Korean Canadian Women's Association
- Maytree Foundation
- Ministry of Citizenship and Immigration
- Newcomer Centre of Peel
- Newcomer Women's Services, Toronto
- Omega Foundation
- Ontario Council of Agencies Serving Immigrants
- Ontario Fairness Commission
- Reel World Film Festival Foundation
- Refugee Law Office at Legal Aid Ontario
- Royal Bank of Canada (RBC)
- St. Christopher House
- The Hispanic Development Council
- Thorncliffe Neighbourhood Office
- Toronto Police Service
- Toronto Region Immigrant Employment Council (TRIEC)
- Uniserve Immigration Service Inc.
- United Nations High Commissioner for Refugees (UNHCR)
- Working Women's Community Centre
- York University - Center for Refugee Studies

The Pass/Fail grade given for fulfilling the requirements is not calculated in the student's Grade Point Average (GPA) as it is not a letter grade.

If a student fails to fulfill the Field Placement requirements on time, the student may receive an F grade (Fail) or an INC grade (Incomplete) depending on the circumstances and/or discretion of the Field Placement Co-ordinator and Program Director.

UNPAID/PAID PLACEMENTS

The program allows for paid as well as unpaid placements.

In majority of the cases, the field placement experience is unpaid as the student is not engaged under any employment contract. The Ministry of Advance Education and Skills Development (MAESD) provides Workplace Safety and Insurance Board (WSIB) coverage for Ontario Postsecondary students who must complete an unpaid work placement as a requirement of their publicly supported postsecondary education program.

In some cases, students may undertake placement tasks for which they will be paid a salary. Employed students who wish to do work-site placements also fall into this category. Students in paid placements are insured through their employers' policy.

INTERNATIONAL PLACEMENTS

In the past, students have completed placements in Argentina, Ecuador, Germany, Pakistan, the Philippines, and the Island Territory of Saba, The Netherlands Antilles.

International placements must meet the same course requirements as local or national placements. Students need to take into consideration that the process to internally approve an international placement may take up to four months. Students are responsible for initiating and funding international placements.

A guide with more information about international placements, including a checklist, is available on the ISS webpage http://www.ryerson.ca/graduate/programs/immigration/forms.html

PLACEMENTS AND MAJOR RESEARCH PAPERS

Students may use the placement experience to get a deeper understanding of issues related to the topic of their Major Research Paper. Some conditions for this are:

- Their Placement Supervisor or another person at the host agency with appropriate authority must give permission in writing to do so.
- The process must meet and maintain ethics review requirements.
- The information used is not contrary to the Confidentiality Agreement.

For more details about the course, the Field Placement Guide is available on the ISS website at http://www.ryerson.ca/graduate/programs/immigration/forms.html

You may also contact Farishta Dinshaw, Field Placement Co-ordinator, at f2dinsha@ryerson.ca if you have any specific questions or concerns.