

Admission to Internship Self-Evaluation Readiness Letter

Master of Arts in Counseling
Eastern Mennonite University

“Admission to Internship” refers to the point in graduate studies when faculty members (in collaboration with student evaluation and site supervisor evaluation) decide whether a student is a suitable candidate for an internship placement. (This decision point is the Admission to Internship process referred to in the EMU Graduate Catalog.) Admission to Internship procedures are outlined in the Student Handbook on our website. #2 of the procedure will be addressed here.

2. Students in practicum will complete all Mastery Competency Portfolio requirements, including a formal self-evaluation of readiness letter for admission to internship. The self-evaluation letter should include:

- **highlighting significant moments of awareness of strengths and growing edges**
- **respond to all advising feedback and growth goals identified in advising**
- **the CAS to evaluate their own skills in addition to submitting the CAS from their site supervisor**
- **a self-care plan to address the balance of clinical work and academic workload**
- **letter format and addressed to faculty**

Further, the *self-evaluation of readiness letter* should include critical analysis of feedback from Techniques, ICP, Practicum, and advising, in addition to analysis of the CAS by both the student and the site supervisor. This statement should be an assertion of how you are both ready and prepared to go forward to internship. It will also be important to identify the awareness that moving to internship indicates a step closer towards becoming a professional counselor. Address how you will continue to hone your professional identity, utilize supervision, engage academically and further your own personal growth and wellness as you move towards completion of your training.

The *self-evaluation of readiness letter* will be due to your advisor, along with your CAS and the CAS from your site supervisor (put a copy in your practicum folder [PPF]) **March 31, 2016**. Faculty members will review the statement and CAS's, in addition to reviewing your completed portfolios in April and decision letters will be distributed the last week of classes.

Please follow-up with advisors if you have questions about the process.