



University of Colorado
Colorado Springs

**TRACKING FORM FOR PRACTICUM HOURS:
UCCS CLINICAL PSYCHOLOGY MA PROGRAM**

Final Accounting Form

Directions: At the conclusion of your Practicum Training, fill in all boxes, print, sign, and submit this final form with a full accounting of your acquired hours. As per your Graduate Handbook, you will need a minimum of 450 hours to complete your practicum. Keep a copy for your records and the Psychology Department will keep the original on file.

Today's Date: _____ Dates of Placement at Site: From _____ to _____

Student's Name: _____

Name of Practicum Site: _____

On-site Supervisor's Name: _____

On-site Supervisor's Phone / Email: _____

The following Practicum activities were completed in the period identified above:

Number of supervision hours received during this period (group or individual): _____

Number of Direct Service Hours: _____

Number of Indirect Hours: _____

Total Number of Hours (sum of Direct hours, Indirect hours, and Supervision hours): _____

Note: **Direct service hours** include hours in which the Practicum Trainee provided a direct clinical service to a client. These include any type of psychotherapy (individual, group, family, couples) or any type of psychological assessment. In contrast, **Indirect service hours** include anything else the Trainee has done at the site including charting, documentation, participating in meetings or training activities, presentations, outreach, project development, research, etc...

Practicum Trainee's Signature

Date

On-site Supervisor's Signature

Date

UCCS DCT Signature

Date

Student: Please return the completed, signed form DIRECTLY to the DCT Assistant (dctasst@uccs.edu; UCCS Psychology Program)