



University of Colorado  
Colorado Springs

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

Directions: Fill in all boxes, print, sign, and submit this report at the end of each semester of clinical practicum work (Fall; Spring). At the conclusion of your Practicum experience, submit a final form with the 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:

Semester/Year:

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 Hours for this period (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)