



Institute of Buddhist Studies

Field Education Proposal Form for FE-2400

*****This form is due at least 1 month prior to the start of FE-2400 course*****

Term(s) _____ Year _____ Credits _____

Student Information

Name _____ Date of IBS matriculation _____

Have you read the IBS Field Education Handbook available online? Yes No

Field Site Information

check this box if not from approved site list

Site _____ Phone _____

Address _____

Supervisor's Name _____ Phone _____

Job/Title _____ Email _____

Do you have documentation of your acceptance at this site? Yes No

Start Date: _____

End Date: _____

Average Hours/Week
(min 4.5 hrs.) : _____

OR: Total Hours
(min 67.5 hrs.) : _____

Please answer the questions below, taking as much space as needed. If preferred, you may submit your response as a separate Word or PDF.

1. Describe your roles and responsibilities at this site.

2. State your learning goals. Indicate what actions will enable you to achieve these learning goals. Please number each goal.

Student Signature: _____ Date: _____

Academic Advisor Signature: _____ Date: _____

FE Director Signature: _____ Date: _____

Return this completed proposal form, written responses to the questions above, and documentation of acceptance at the proposed site to Dr. Lili Chen, Field Education Director (lchen@shin-ibs.edu). Be prepared to discuss your goals and modify them as necessary. At the end of the term, a hard copy will be placed in your student file.