

**HARTFORD SEMINARY**  
**Islamic Chaplaincy Field Education Program**  
**Checklist**

**Student Name:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_

**Institution Name:** \_\_\_\_\_

**ACTION:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**1. Register for Field Ed GC 580** \_\_\_\_\_

**2. Submit Learning Agreement** \_\_\_\_\_

**3. Mid-term Supervisor Evaluation Form** \_\_\_\_\_

**4. Mid-term Student Self Evaluation Form** \_\_\_\_\_

**5. Location visit by H.S. supervisor** \_\_\_\_\_  
**(Or phone call if visit is impossible)**

**6. Final Supervisor Evaluation Letter** \_\_\_\_\_

**7. Final Student Self Evaluation Form** \_\_\_\_\_

**8. Student participation in ICP retreat** \_\_\_\_\_

**9. Demonstrated competency in Qur'an recitation** \_\_\_\_\_

**10. Grade Submitted to Registrar** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**(From Sept. 2008 field education grades will be pass or fail)**

**NOTICE:** The field education requirement is not complete until all actions have been successfully performed and/or documents received by the Hartford Seminary supervisor.

Document updated October 22, 2009