



FASP INTERNSHIP STANDARDIZATION PROCESS 2023

For the last several years, the Florida Association of School Psychologists (FASP) has recommended guidelines to standardize the application, interview, and selection of school psychology interns in the state of Florida. The success of this process depends upon the cooperation of the districts that offer internship training programs as well as the faculty and students in school psychology training programs.

In an effort to ensure consistency and fairness in this process, as well as to encourage support of our graduate education programs, the Florida Association of School Psychologists (FASP) recommends the following guidelines:

1. FASP is well aware of the fiscal constraints that educators are facing within our state. In an effort to support graduate students during this capstone phase of their graduate education, we encourage districts to do everything possible to offer paid internship positions.
2. If you lose funding for your internship program, please inform applicants as soon as possible to allow prospective interns to take financial variables into consideration during their decision-making process.
3. When selecting interns for your program, please consider the value of supporting the graduate students and the training programs within the state of Florida.
4. All applicants and districts are expected to follow the dates set forth in this standardization process, including those applicants from out-of-state training programs.
5. In order to ensure fairness in this process, it is extremely important that all districts follow the guidelines below. If your district is not willing to abide by the Internship Standardization Process guidelines, please inform Sharon Bartels-Wheelless at swheelless@cox.net so that we can reflect this in our database.

The following dates have been designated for the 2023 Internship process:

January 2023

Prospective interns submit applications and/or letters of interest to the districts throughout the month.

February 2023

District representatives interview prospective interns throughout the month.

March 2023 Match Process

Monday, March 6 - Call Day

Supervisors of Psychological Services (or their designees) will offer positions to prospective interns via telephone **no earlier than 8:00 a.m. EST** on Monday, March 6.

Students who have been offered an internship slot have until **10:00 a.m. on March 6** to notify the district(s) of their decision to accept or to decline an offer. If a student fails to notify the district of their

decision by this time, they will forfeit the offer. We encourage trainers to have students inform the districts as soon as possible if they decide to accept a position elsewhere so that districts have the opportunity to offer the slots to others.

Tuesday, March 7 and Wednesday, March 8 - Call Days 2 & 3

Supervisors of Psychological Services (or their designees) will repeat the process as specified above until all positions have been filled. On each day, **students will have until 10:00 a.m. EST** to accept or to decline the offer(s). Failure to notify the district making the offer by that time will constitute a forfeit of the offer.

Thursday, March 9

Districts that have not secured interns for all available internship slots by Thursday, March 9 may advertise those openings via the FASP Trainer's listserv by emailing this information to **Valerie Buckley at valbuck1@gmail.com and Sharon Bartels-Wheeless at swheeless@cox.net**. Students who have not yet accepted an internship will be encouraged to apply to those districts that have remaining openings.

Thank you very much for your participation in and adherence to this process!

Sharon Bartels-Wheeless
Administration & Supervision Chair
swheeless@cox.net

Valerie Buckley
Training & Credentialing Chair
valbuck1@gmail.com

Paula Lewis
FASP President
fasppres@gmail.com