

**The Youth Development Project**  
**Course Contract for Credit for:**  
**Independent Field Experiences in Psychology (PSY4941) or**  
**Senior Lab for Psychology Majors (DEP4720: Lecture + Lab)**

**Directions:** All students who work for the Youth Development Project for course credit of any type must have a signed copy of this form on file with the YPD Information Management (IM) Team Leader for each semester you are signed up for credit. When you register for credits, download this page from the YDP Website, sign it, and turn it in to the IM Team Leader.

Name (PRINT) \_\_\_\_\_ Semester/Year \_\_\_\_\_ Date \_\_\_\_\_

**Requirements to Receive Course Credit**

These two course are taught in conjunction with the:

**Miami Youth Development Project**  
**Department of Psychology**  
**Florida International University**

The objective of the **Youth Development Project (YDP)** is to foster positive youth development by developing, refining, and implementing programs for promoting positive development.

The two main programs that we are currently implementing are the:

**Changing Lives Program (CLP)** is a school-based counseling program that aims to empower troubled adolescents so they can be in control of their lives and take responsibility for changing their life course in positive directions.

**Longitudinal Life Course Change Project (LCP)** is an ongoing longitudinal study of quantitative and qualitative changes in the life course or life pathways of multi-problem adolescents in alternative school programs who do not receive psychosocial intervention

To receive credit for either course (**PSY4941 or DEP4720**) you must participate in one of these two projects, either as a Research Trainee (RT) or an Intern Trainee (IT).

The following conditions apply in order to receive undergraduate credit for

**Field Experience in Psychology.** If you are participating in the Intern Program for credit, you must sign up for PSY4941 Independent Field Experiences in Psychology under Dr. Kurtines's section for the semester(s) you receive credit. You must sign up for 3 hours of field placement credit each semester. These credits are only available Pass/Fail

**Psychosocial Intervention in Field Settings Senior Lab Requirement for Psychology Majors.** Psychology majors are eligible to sign up for Psychosocial Intervention in Field Settings Senior Lab For Psychology Majors (DEP-4720: Lecture + Lab) as their advanced senior lab and complete their field placement as part of the Youth Development Project. These credits are only available for Letter Grade. Please note that students taking the Senior Lab who have not worked for the Youth Development Project previously must initially sign on as a Research Trainee (RT).

## Requirements for Receiving Credit

1. **Work Hours.** If you sign up for credit, you must be available for at least 8 hours per week between 8:00 am and 7:00 pm. YDP offers the option of getting experience in implementing interventions for youth or experience in research and evaluation on interventions for youth. For your basic activities in the program you will be assigned to either an intervention team or a research team. ITs and RTs are expected to put in 4 hours per week (toward your 8 hour total) with your team. Keep a record of these hours in your Activity/Work Log. Your other four hours per week you will put in toward you additional responsibility. Also, keep a record of your other 4 hours per week. The work involved in your additional responsibility may be done at the high schools or at FIU. For your additional responsibility, you may not work four hours every week. Some weeks you may work more (e.g., during Semester Evaluations) and some weeks you may work less. Your commitment is for an average of eight hours per week, and these need to be recorded in your Activity/Work Logs which are handed in at the end of the semester. if you are an IT helping at the schools in counseling session or if you are an RT doing assessments at the schools or helping with data management at FIU, make sure that you enter the times, dates, and locations (e.g., a high school or FIU) for this work in your activity log. Students also have the opportunity to complete research and evaluation projects for academic credit (e.g., Undergraduate Honors<sup>1</sup> Thesis, PRIME Projects, Masters Thesis, Doctoral Dissertations, etc.)

<b>Intern Placement Sites:</b>	
All supervised activities (e.g. group sessions, assessments, etc.) will be conducted at the placement site (i.e., at the high schools). Interns are responsible for arranging transportation to the placement sites.	
<b>Academy for Community Education (ACE)</b> 39 Zamora Avenue Coral Gables, 33134	<b>School for Applied Technology (SAT)</b> 225 NE 34 Street Miami, FL 33137
<b>Corporate Academy North (CAN)</b> 3001 NW 2 Avenue Miami, FL 33127	<b>Corporate Academy South (CAS)</b> 2351 SE 12 Avenue Homestead, FL 33035
Home Base for Intern Program : All organizational activities (e.g. program meetings, supervision sessions, etc.) not conducted at the placement site (i.e., not at the high schools) will be conducted in the lab at FIU.	
<b>Youth Development Project Lab</b> <b>Department of Psychology DM 269</b> <b>Florida International University</b> <b>Miami, Florida 33199</b>	<b>YDP Lab Phone: 305-348-3941,</b> <b>Psych Dept Phone: 305-348-2880</b>

2. **Attendance.** You are expected to attend all scheduled meetings for the team or research project you are working on. The meeting times vary depending upon the nature of the team or research project you are on and your specific responsibilities.

<sup>1</sup>Honors Project. In the University Catalogue description of the Psychology major, there is a sub-head titled "Bachelor's Degree with Honors." This says that the student must "undertake an independent project which must be approved and carried out under the supervision of a member of the Department. Upon completion of the study, a satisfactory oral defense of the work must be presented to a Department committee." There is also the following s course description under PSY 4914 Honors Research Project (VAR) -- Limited to qualified seniors seeking honors in psychology. Students must submit a research plan and have a research advisor's approval of the research project prior to enrollment in the course. A written report of the research in the A.P.A. Publication style must be submitted for evaluation before credit is awarded. Offered for Pass/Fail only.

3. **Certification for Human Participation Education for Research Teams.** Because everyone who participates in the Youth Development Project (whether for credit or not) has contact with participants in research projects, you must complete the National Institute of Health computer-based Training Model on research ethics to be eligible to participate in YDP. If you do not complete this requirement for certification, you cannot participate in YDP. You will receive a written notification of your completion. One copy with your name on it must be filed with the Evaluation Team Leader. The NIH course is available at: <http://www.dsrt.fiu.edu>

The opportunity to obtain experience in research and evaluation involving human participants is a privilege. In all aspects of research, you are responsible for complying with standards set by FIU's Institutional Review Board (IRB). All research projects conducted as part of the Youth Development Project must have IRB approval. All instructions and forms are available at: <http://www.dsrt.fiu.edu>

4. **Course Materials.** You will need to purchase or obtain the following required course materials (the purchase of recommended material is optional):

**YDP Note Book**

- Each student is required to have a 1 inch wide (minimum), three ring notebook binder labeled YDP Note Book.
- This notebook will be used to hold all your handbook and all the manuals, location maps, updates, etc. you will accumulate during your participation as a member of YDP.
- Bring this notebook with you to all classes, meetings, and especially to the placement sites where you work.

**Written material**

There are no required textbooks for the course. However, the following written material is required and/or recommended.

- i. Required – All YDP Participants. *The Youth Development Project Handbook.* The *Handbook* can be downloaded from the YPD Website. All YDP participants are required to download it and have a hardcopy available. The handbook provides a description of the program policies, procedures, rules, responsibilities, etc. Because you will need to refer to it throughout your time with YDP, it may help if you keep your copy in a notebook and carry it with you.
- ii. Required – Group Facilitators and Co-facilitators; Recommended – GAs, ITs, RTs. *The Changing Lives Program Implementation Manual* The *Implementation Manual* can be downloaded from the YPD Website. The *Implementation Manual* provides a description of the Changing Lives Program as it is implemented by YDP.
- iii. Recommended – All YDP Participants. Additional recommended material will also be available to download from the YPD Website. The material will be updated throughout each semester and updates announced on the YDP Website.

**Equipment**

All YDP Participants are also required to obtain (purchase) a handheld, battery operated micro cassette tape recorder for use in taping interviews, sessions, etc. Make sure it takes micro cassettes, NOT regular cassettes. These types of tape recorders are available at the University Bookstore, Radio Shack, and all discount electronic stores (Best Buy, Brands Mart, etc.). If you are planning on a

career in human services, this is a career investment. Prices for the basic model (which is all you need for this program) generally begin at about \$29 or \$39. More expensive models, with more features, cost more, but you might think about getting one if you consider this a career investment.

### **Planning your weekly schedule**

Please note that all that all YDP participants (Facilitators, Co-Facilitators, GAs, ITs) except RTs must be able to accommodate to the schedules of the high schools that serve as their placement sites. If your schedule does not allow you to attend one of the scheduled sessions at the high sites, you cannot be an IT, you must be an RT. Because we have to accommodate to the schedules of the high schools, we do not know in advance for any particular semester (either days of the week or times of day) when counseling sessions will be offered or where. If you are interested in helping out on an intervention team, you have to be as flexible as possible with your schedule. If you are not able to work out a time for a particular semester, you can try again the following semester. There are **NO guarantees** that you will be able participate as an IT in YDP. You can always, however, participate as an RT. Also, if you cannot commit for more than a semester, you can also participate as an RT.

If you are an IT and you work in one of the counseling groups, you **must** be there at least 15 minutes before the group starts (this is the 15 minute rule). Trust is important in working with the students. You cannot create respect and trust in the group if you do not give the group respect and trust. In addition, everyone who signs up for credit or works directly with the students **must** be able to put in a minimum of at least four (4) additional hours at other times during the week. The work involved during the other hours has a variable schedule to fit around courses and includes variable types of work. It sometimes involves, conducting evaluations, working on data input in the lab at FIU, etc. Finally, there are usually 2 or 3 general meetings throughout the semester, usually between 1:00 and 4:30 on Friday afternoon, which you are expected to attend.

If you are an RT and you work on a research team, you are expected to attend all meetings and complete your assigned duties. Research teams work on Research Projects and are under the supervision of the Research Team Leader

### **Planning your Semester Schedule (GAs, ITs)**

**(Fall and Spring/Summer A).** If you work as an GA or IT in one of the counseling groups, you must plan your semester activities around the Miami-Dade County Public Schools (MDCPS) schedule. Please note that this semester schedule is not exactly the same as the FIU semester schedule, and you must plan your schedule according to this schedule as well as the FIU schedule. Respect and trust is important in the group, and you cannot start and stop participating in the groups just because the FIU semester ends. The young people we work with have plenty of adults that are not there for them; they do not need you to not be there for them as well. Accordingly, you are responsible for meeting with your group for the duration of the entire semester at the high school.

**Receiving Credit for the FIU Fall Semester.** For the fall semester, the high school schedule begins the last week in August and ends the third week in January (that is, the ACE semester encompasses all of the FIU fall semester and the beginning of the spring semester) Thus, for purposes of receiving a grade, if you sign up for the FIU Fall schedule, you will receive an

Incomplete at the end of the FIU Fall semester, and your incomplete will be changed to a Pass when you successfully complete the Fall semester at ACE (about the last week in January).

Also note that the winter break for MDCPS does not begin until the third week in December so that fall semester groups run until one week after FIU fall final exams. Thus, for your fall intern placement you must plan on working in your assigned group every week from the first week in September to the second or third week in December. Make your winter break travel plans accordingly.

**Receiving Credit for the FIU Spring Semester.** The spring semester at the high school begins the first week in February and ends the third week in June (most of the FIU spring semester and all of FIU Summer term A). Thus, for your spring intern placement you must plan on working in your assigned group every week from the first week in February (FIU Fall semester) to the second week in June (FIU A semester). Thus, if you sign up for the FIU Spring schedule, you will receive an Incomplete at the end of the FIU Spring semester, and your incomplete will be changed to a Pass when you successfully complete the Spring semester at ACE (about the last week in May). Also, MDCPS usually has a different week for spring break. This means that we will not be offering counseling sessions for the week of MDCPS spring break, but we will hold counseling sessions during FIU spring break. Make your spring break travel plans accordingly.

### **Planning your semester schedule (RTs)**

**(Fall and Spring).** If you work as RT you will spend some of your time at the high schools conducting assessments and other research related activities and some of your time at FIU engaged in data management activities. However, because you will not be an active participant in one of the counseling groups, you will complete your requirements at the end of the semester in which you enroll.

### **Grade Requirements**

#### **PSY4941 Independent Field Experience**

**Completing the basic requirements for a passing grade.**

**One basic requirement** has to be completed in order to receive a final passing (P) grade for the **Independent Field Experience**. That:

- Satisfactory Self and Supervisor Performance Evaluation Completed and Turned into the Senior Lab TA.

You must receive a satisfactory performance evaluation from your team leader in order for receive a passing (P) grade for the course.

#### **DEP4720 Psychosocial Developmental Interventions in Field Settings—Senior Lab**

**Completing the basic requirements for a letter grade.**

**Two basic requirements** have to be completed in order to receive a final (letter) grade for the Senior Lab. They are:

- Satisfactory Self and Supervisor Performance Evaluation Completed and Turned into the Senior Lab TA.
- Senior Lab written project (Case Conceptualization or Case Comparison) Completed and Turned into the Senior Lab TA.

These assignments provide the basis for your final grade. You must receive a satisfactory performance evaluation from your facilitator in order for you written project to be evaluated. If you receive a satisfactory performance evaluation, then your written project will be evaluated and the letter grade you receive for that project will be you final grade for the course.

I have read the above course contract for participating in Youth Development Project, received clarification as needed, understand them, and agree to act in accordance to them.

Please indicate (check) your level of participation and sign below:

Intern Trainee  
 Research Trainee

NAME OF PARTICIPANT (Printed) \_\_\_\_\_

SIGNATURE OF PARTICIPANT \_\_\_\_\_ DATE \_\_\_\_\_