**M.A. Practicum Description**

Approved April 24, 2015

At the center of the M.A. Degree, the Practicum provides practical, hands-on experience in applied anthropology. The activities could include (but are not limited to) program or policy implementation, evaluation or assessment, grant writing, data analysis, empirical research (at the request of an organization or project director) or any such activities that allow the student to engage in critical experiential learning. Placements could include (but are not limited to) governmental and non-governmental organizations, CRM firms, museums, university based programs, non-profits, for-profits, health clinics, schools, police precincts, churches, community development agencies, private businesses, or community outreach at the local, national, or international level.

**These are the requirements of the M.A. Practicum:**

1. **Committee:** The student will form a three person committee, including the main advisor and two eligible faculty members, as soon as possible in the first semester.
2. **Practicum Plan:** Practicum planning must begin in the first semester in consultation with the advisor and the committee.
3. **Contract or Learning Agreement:** The student should meet with the organization or project director to compose a written practicum contract/learning agreement as soon as the practicum is planned and approved by the committee. The practicum includes “practical experience” and“reflection” on that experience. The IRB process typically will not be required for the practicum, as IRB approval is not required for most archaeological projects, and practica conducted in other subdisciplines usually will not constitute research or result in publications. In some cases, decided with the committee, there may be a necessity to go through an IRB. This will be handled on a case by case basis as the need arises.
4. **Practicum (departmental expectations of the practicum itself):**
5. **Total of 6 Credit Hours (ANT 760):** The 6 credit hours assigned to the practicum are worth a total of 240 contact hours. While there is flexibility, a guiding principle is that 160 of the hours are “hands-on” work with/for the placement partners and 80 of the hours are for reflection, reading, background and context investigation, preparation for the work, etc. in consultation with the advisor and/or committee
6. **Components of the practicum:**
7. The student will keep a daily reflective journal as a document submitted in completion of the practicum.
8. A written product for ANT 760 credit is expected. This will vary according to the parameters of the individual practicum and will be determined by the student’s committee members. Generally this document will be between 30 and 40 pages in length.
9. The student will prepare and present an oral presentation of the practicum to the department. The presentation will vary according to the parameters of the individual practicum and will be determined by the student’s committee members. Generally the presentation will be similar to a conference presentation in length (15 to 20 minutes long).
10. **Communication/Supervision:**  The student is expected to be proactive in communicating with their advisor and committee members during all phases of the practicum, including in the summers. The practicum can be done at any time of the year. The advisor is expected to be available to the student either in person, by Skype, e-mail, phone, or social media on a regular basis during the entire time of the practicum.
11. **Responsibilities/Expectations:**

It is expected that the student will conduct all activities related to the M.A. Degree in a professional manner. Ethical responsibilities and conduct will be clearly and thoroughly discussed as an integral part of the overall training and are included in the expectations for the completion of the M.A. Students will be expected to be punctual and professional in appearance and conduct. They should demonstrate reliability, dependability, and flexibility and should be open to critique and both positive and negative feedback from all involved parties, including the representatives of the participating organization(s). All learning agreements and contracts signed between the student, the Department of Anthropology, and the University of Kentucky as well as agreements signed between the student and the organization are binding as part of the practicum for the M.A. Degree.