

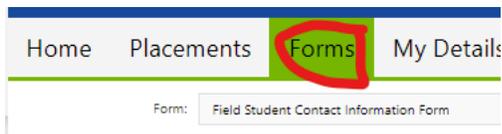
All students starting field must complete a field request form.

- If you are a BASW or MSW 1st year student, you will choose the Generalist Field Request Form.
- If you are an Advanced Standing or MSW 2nd year student you will choose the Specialized Practice Field Request Form.

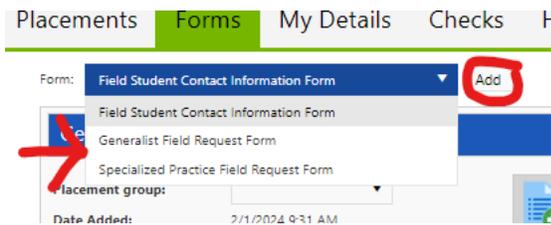
Log into your Account at pittssw.sonialive.com

- Chose Student in the drop down and use your Pitt credentials

Navigate to the Forms Tab



Use the top drop-down menu Forms: and select your form. Click Add.



The form will now be added to your list of active Forms. Click on the Red Edit button to complete the form.



Complete the form by filling in all required boxes.

At the bottom of the form, you will be required to attach an updated version of your resume.

You can Save your Draft and submit when the form is completed.

If you receive an error like listed below you have missed a required field in the form and need to complete this section before you can submit.

Draft saved by Testing, Alicia (123789) on 2/1/2024 9:46:41 AM

⚠ Warning the form was not actioned!
Validation failed for
Student Information
Student Level

When you have successfully submitted the form you will see this.

received.

Actioned by Testing, Alicia (123789) on 2/1/2024 9:48:11 AM

✓ Form successfully actioned

Your field advisor will be in touch soon to begin the placement process!