

Readiness for Pre-Doctoral Internship (Form D4)

1. To be completed by **July 1** by the student and submitted via email to the Graduate Office at clinical-psych@utsc.utoronto.ca, cc: Graduate Chair/ DCT
2. The form (complete with their recommendation) will be returned to the student and the student and/or their supervisor will complete their response on the same form.
3. If the student accepts the Graduate Chair/DCT's recommendation, they will submit the form to the Graduate Office at clinical-psych@utsc.utoronto.ca, cc: Graduate Chair/DCT (accompanied with signatures).
4. If the student does not accept the Graduate Chair/DCT's recommendation, the student and/or their supervisor may present their case for review at a Program Committee meeting.

Student Full Name: _____

Student Number: _____ Current Year of Study: _____

Supervisor: _____

Co-supervisor (if applicable): _____

Anticipated date of internship application (mm/yyyy): _____

Was a previous form completed: Yes No

The deadline is July 1st of the application year. Please append you CV and ensure your Time2Track hours are complete to date.

Optionally students can submit a form for review and feedback by the Graduate Chair/DCT, one year prior to applying for internship also by July 1st.

For most students, this timeline will correspond to Years 2 and 3 of the PhD. Students are encouraged to review the Program Handbook.

Below is a listing of criteria that the Graduate Chair/DCT will review when assessing and recommending readiness to apply for internship. The Graduate Chair/DCT will consult as necessary.

Completed by Student			
	Completed (mm/dd/yyyy)	In Progress	Expected Date of Completion (mm/dd/yyyy)
All required PhD coursework			
Comprehensive Examination (both clinical and research components)			
All required clinical practica (CPS3999H and CPS4999H)			
Accrued 300 direct client hours Current hours Assessment: _____ Current hours intervention: _____			
Accrued 150 supervision hours (75% individual hours) Current hours Assessment: _____			
All data collection for doctoral dissertation			
All data analyses for doctoral dissertation			
First draft of doctoral dissertation submitted to supervisor			
Final oral examination			
Reviewed CPA's <i>Match Made on Earth: A Guide to Navigating the Psychology Internship Process</i> : http://www.cpa.ca/documents/Internship_workbook.pdf			
Up-to-date student file including completion of Forms D1, D2, and A1			

Summarize your clinical training and hours by practicum (break up by assessment and intervention). Please also include whether you plan to apply for a general internship or neuropsychology stream. Please include a summary of previous recommendations and progress made if completed a previous form. Please include any other useful information here.

**Important Note Regarding Dissertation Progress: The minimum progress on dissertation the Graduate Chair/DCT can approve is all data collection to be completed by the start of internship. However, it is recommended students have their dissertations defended before starting internship or at the very least have a draft. This will ensure a timely completion of students' dissertations*

ASSESSMENT (to proceed) – completed by Graduate Chair/DCT

Date of Assessment (mm/dd/yyyy): _____

- Ready to proceed with internship application on (mm/yyyy): _____
- Not currently ready to proceed but on track
- Not currently ready to proceed and not on track. Arrange meeting with Graduate Chair/DCT.

Comments and Recommendations from Graduate Chair/DCT:

Student and/or (co-)supervisor response to recommendations:

Would like to discuss results of the recommendation at a Program Committee meeting (please check):

YES NO

Student Signature

Date

Supervisor Signature

Date

Co-supervisor Signature (if applicable)

Date

Graduate Chair/DCT Signature

Date