



DEPARTMENT OF VETERANS AFFAIRS
VA St. Louis Health Care System
915 North Grand Blvd
St. Louis, MO 63106-4199
(314) 652-4100

VA St. Louis Health Care System

Social Work Service
Internship Program

Process Overview
Academic Year 16-17

The application period for academic year Fall 2016-Spring 2017 internships is December 15, 2015 through January 15, 2016.

Students are referred to their university Social Work field placement office for the application materials, which are provided to each of the affiliated universities. Students may submit the application materials to the VA Social Work office (314) 289-6391 in person or via e-mail to the department secretary Barbara.Alexander2@va.gov. Applications will be accepted only during this application period. The required application documents include program application, college transcripts, graduate school or professional writing sample, and a letter of evaluation from a graduate school professor.

Application materials will be reviewed, and applicants will be contacted by January 29, 2016 and informed if they have been selected for consideration. Those applicants selected for consideration will have an interview or a series of interviews, which are tentatively scheduled for February 4, 2016 or February 11, 2016. The candidates will be informed by February 26, 2016 if they are accepted for internship. These dates are projected at this time and subject to change, though will be within this time frame.

Internships require the full academic year of Fall-Spring. The intern schedules during these semesters typically require three or four standard business days in succession, meaning Monday –Wednesday or Thursday 0730-1600, or Tuesday- Thursday or Friday 0730-1600. The schedule is dependent upon the program to which the intern is assigned. Weekend or evening hours are not typically available. Intern assignments are made by VA to best meet the needs of all involved parties and within significant limitations including available programs and VA SW Field Instructors as the treatment settings and programs that are available for internships vary from year to year.

Those selected to intern with VA Social Work Service will be need to complete several additional requirements, a few of which are: complete additional agency documents; provide fingerprints to allow VA to conduct police and security background checks; and obtain VA computer clearance and agency identification. This list is not all inclusive, and several of these and other steps must be met in prescribed sequential order. This necessitates that the prospective intern have some availability to come to the VA for several hours on more than one appointment day during the summer months.

Applicants must submit all required materials and documents and meet necessary timelines. If at any time during the process the applicant, candidate or intern is no longer able to meet the requirements, the applicant, candidate or intern may be withdrawn from consideration.

Prospective interns will also need to be available for one full week of agency and department orientation, which is anticipated as July 25, 2016 – July 31, 2016. The dates are projections at this time, and should be available to prospective interns by spring 2016.

Historically there have been modest stipends available for students who are eligible and who are not receiving federal funding such as GI Bill or Vocational Rehabilitation. The approval of these funds occurs annually at the national level and that decision may not be made until after interns are accepted or have begun their internship. This potential benefit will be reviewed with those students who are accepted for internship. It is recommended that student applicants do not base their decision to apply to VA St. Louis Health Care System for Social Work Internship on this potential benefit.

VA St. Louis Health Care System Social Work Service welcomes applicants with disabilities and does not discriminate on any grounds.

Related Documents:

[2016-2017 Social Work Internship Program Information](#)

[2016-17 Social Work Intern Applicant Faculty Reference](#)

[2016-17 Social Work Internship Application](#)

