

Dear Prospective Intern,

Thank you for your interest in a school psychology internship with Pasco County School District.

We have a careful selection procedure for potential interns which includes a portfolio of application, letters of recommendation, work samples, and a resume. Our district provides paid experience well beyond the 1600 hours of practicum in order to comply with doctoral level graduation requirements and the standards specified by the Florida Department of Education on Certification in School Psychology (<http://www.fldoe.org/teaching/certification/certificate-subjects/>). In an effort to ensure consistency and fairness in this process, as well as to encourage support of our graduate education programs, Pasco County School Psychology program closely follows the Florida Association of School Psychologists (FASP) Internship Standardized Process ([http://www.fasp.org/PDF\\_Files/Training\\_Credentialing/FASP\\_Internship\\_Standardization\\_Process\\_2015.pdf](http://www.fasp.org/PDF_Files/Training_Credentialing/FASP_Internship_Standardization_Process_2015.pdf)).

Your portfolio (*application packet*) should include the following materials:

- Application
- Resume/Vitae
- Cover Letter of Interest
- Preferred work samples:
  - Psycho-educational report with identifying information deleted
  - Intervention plan or an accommodation plan
- Two letters of recommendation (at least one from a former supervisor)

Beginning January 4th you may submit the completed portfolio to the School Psychology Program in the Office of Student Support Programs & Services – please send all information via email: [vdumois@pasco.k12.fl.us](mailto:vdumois@pasco.k12.fl.us) & [jkeslar@pasco.k12.fl.us](mailto:jkeslar@pasco.k12.fl.us). Complete application must be received no later than January 29<sup>th</sup>, 2015. Interviews may include a writing sample of a case analysis. We wish to identify talented interns who meet district needs and are potential candidates for district employment as school psychologists. We anticipate that our paper screening of applications & interviews will be completed by the end of February. Final dates will be schedule upon FASP standardization process is scheduled. Your interest is appreciated. Feel free to contact me if you have any additional questions.

Sincerely,

Vicki D. Papaemanuel, Ph. D., NCSP  
Supervisor, School Psychology  
Student Support Programs & Services  
Pasco County Schools  
(727) 774-2359

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