

Logging into the Field Placement system

Go to <https://field.ku.edu/>

1. At the initial screen click School of Social Welfare that is under the picture. You will then be taken to the login screen.

Welcome to the University of Kansas
School of Social Welfare

Culture: English (United States) ▼



> School of Social Welfare

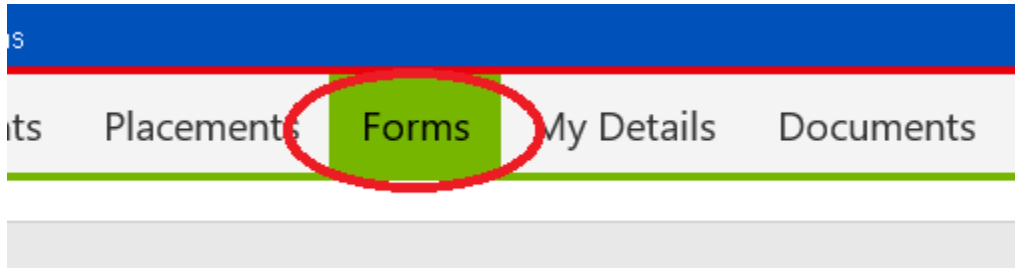
Version: 2016.1.0.77

2. Make sure the Role you select is Agency, then enter your agency email and the password you set here:

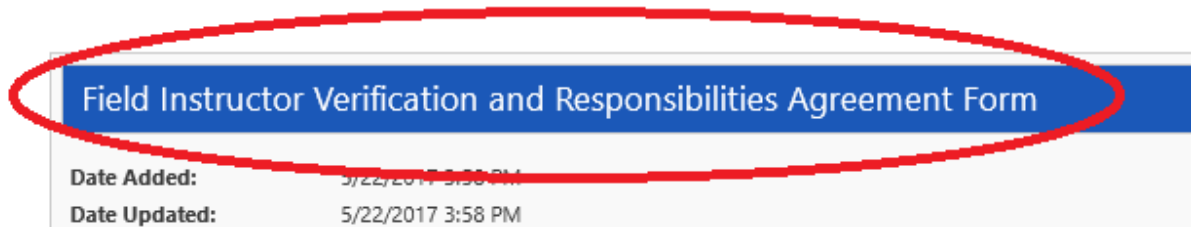
Role: Agency ▼ University Sign In Or Username: name@agency.com Password: Sign In

Completing the Field Instructor Verification and Responsibilities Agreement Form

1. Click on the Forms tab at the top:



2. Find the Field Instructor Verification and Responsibilities Agreement Form:



3. Click the Edit button next to the form name, on the far right side of the screen:



4. Please review the form and fill out the information at the bottom of the page, then click Submit:



That's it! You are done! Thank you for completing the form!