Guidelines for a Fieldwork Project in Community Health

Students wishing to pursue an independent fieldwork project in Community Health should complete the first step in this process prior to registering for fieldwork credit. The second step should be completed by the third week of the semester in which the work is proposed. An independent fieldwork project does not substitute for completion of the required CH internship and should generally offer a student a different experience than he or she had in the internship.

Fieldwork consists of practical activities outside of the classroom. Students in a fieldwork project need not engage in research but are instead expected to obtain practical experience in an organization or in a subject area.

1. The student must identify a faculty member willing to supervise the fieldwork study. The faculty member must be a member of the Community Health Department.

2. By the end of the third week of school, the student must have completed a preliminary draft of her or his fieldwork plan. The plan should contain the following elements:
   a. A clear statement of the purpose of the fieldwork project, the site of the fieldwork project, and the tasks to be completed in conducting the fieldwork.
   b. The proposed product. All CH fieldwork projects should have a product, such as a journal, a final paper, an op-ed piece in the Tufts Daily, a conference, etc., or some combination of these products.
   c. A timeline for completion of the fieldwork, including dates on which key tasks will be completed.

If a student wishes to conduct fieldwork while abroad during the junior year or during the summer before the senior year, both of these steps must be completed before the student begins work on the fieldwork. Students should not expect to have a fieldwork project approved after their return.

A copy of the study plan must be given to the CH Administrator, who will update the Registrar’s records and place the plan in the student’s file.

If the fieldwork project involves human subjects and thus requires approval by the Institutional Review Board (IRB), the student MUST secure that approval before collecting data on human subjects. Students should submit information to the IRB as early as possible to avoid delays in completing their fieldwork project. If any data collection is being done while the student is abroad, this clearance must be obtained before the student leaves Tufts.