



OKLAHOMA STATE BUREAU OF INVESTIGATION



Practicum Student Application Checklist

The Oklahoma State Bureau of Investigation (OSBI) may provide, for the benefit of the practicum student, an opportunity to train in an educational environment under the direct supervision of an agency employee. The student will receive no monetary compensation or benefits; however, the student must receive academic credit from the educational institution for the time spent in the OSBI practicum program. The student must keep all information concerning or relating to any investigation of the OSBI confidential and must keep state employees' personal information confidential.

If you have questions regarding the practicum program or for more information, please contact practicum@osbi.ok.gov. If you would like to be considered for the OSBI practicum program, please submit the required application documents listed below to:

OSBI Forensic Science Center
Attn: OSBI Laboratory Director, Practicum Program
800 East 2nd Street
Edmond, OK 73034

Eligibility Requirements: To be eligible the student must meet the following requirements:

- The applicant is at least 18 years old and will be concurrently enrolled in his/her junior or senior year as an undergraduate or enrolled in a graduate program at an accredited degree program during the practicum session.
- The applicant must receive educational credit from the college or university upon completion of the practicum session.
- The applicant must have written approval from the college or university to participate in the OSBI practicum program.

Required Application Documents:

- OSBI Practicum Student Supplemental Application (attached).
- OSBI Practicum Student Application: Pre-employment Application and Post-offer Pre-employment Questionnaire
- Approval letter from the applicant's college or university's practicum coordinator (preferred) or academic advisor indicating student's approval from the university to participate in the OSBI practicum program.
- Official Educational Transcript

Deadlines: All requested application documents listed above must be submitted by the following deadlines. Applications submitted after the applicable deadlines will not be considered for the corresponding semester.

Spring Semester – The application packet should be submitted no later than October 1st.

Summer and Fall Semesters – The application packet should be submitted no later than March 1st.

Evaluation:

The application process for the student includes an interview by OSBI staff, fingerprint-based criminal history search, polygraph examination and background investigation. The information will be reviewed by the appropriate Division Director and the final acceptance decision rests exclusively with the OSBI.



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Practicum Student Supplemental Application

Name: _____
Last First Middle

Email Address: _____ Phone Number: _____

Current College/University: _____ Expected Graduation Date: _____

Major: _____ Minor: _____ Cumulative GPA: _____

Classification: Freshman Sophomore Junior Senior Graduate Student

Academic Advisor: _____ Phone Number: _____

Email Address: _____

Will you receive academic credit for participating in the OSBI practicum program? Yes No

Which semester would you like to be considered for? Spring Summer Fall Year: _____

List three OSBI units you are interested in for practicum placement (refer to OSBI Practicum webpage for list of units):

1. _____ 2. _____ 3. _____

What are your future career goals? _____

Applicant Signature: _____ Date: _____