

Distance Track Preceptor Sign-up Form

Preceptor and Rotation Scheduling Requirements

Interns are responsible for identifying and securing qualified preceptors for each required rotation. Each practicum area—**Acute Care Clinical, Community, Food Service Management, Long-Term Care, and Outpatient**—includes options for date/timeframe options depending on full-time or part-time schedule.

- Interns must select **one option for their practicum schedule**.
 - **Full-time interns – Choose from 1 of 2 schedule options**
 - **Part-time interns – Choose from 1 of 3 options for each Practicum**
- **All practicum options must be completed** by the conclusion of the internship experience.
- The multiple options are provided to offer flexibility in developing a schedule that aligns with both the intern's and the preceptor's availability.

In addition to the required rotations, interns must complete **one Elective Rotation** totaling **40 hours**. The Elective Rotation may be scheduled at any point during the internship and may serve as an **additional week within an existing rotation** (e.g., an extra week in Clinical or Community). If the Elective Rotation is used in this way, the dates for that specific rotation may be adjusted accordingly.

Graduate Certificate Full-time

Choose 1 of 2 schedule options (each option includes all practicums over 3 semesters):

Option 1

Rotation	Dates	Facility	Preceptor	Contact Information
Community 200 hours (5 weeks)	8/19/2026-9/17/2026 (off Labor Day)			
OP or LTC (circle 1) 80 hours (2 weeks)	9/21/2026-10/2/2026			
Food Service Mgmt. 240 hours (6 weeks)	10/13/2026- 11/24/2026			
Elective* 40 hours 1 week	11/30/2026-12/4/2026			
Winter Break 12/14/2026-1/19/2027				

Clinical 400 hours (10 weeks)	1.19.2027-4.2.2027			
OP or LTC (circle 1) 80 hours (2 weeks)	4.5.2027-4.16.2027			
Elective* 40 hours 1 week	4.26.2027-4.30.2027			

*Choose only 1 Elective week

Option 2

Rotation	Dates	Facility	Preceptor	Contact Information
Clinical 400 hours (10 weeks)	8.24.2026-11.2.2026 includes labor day			
OP or LTC (circle 1) 80 hours (2 weeks)	11.9.2026-11.20.2026			
Elective* 40 hours 1 week	11/30/2026-12/4/2026			
Winter Break 12/14/2026-1/19/2027				
Food Service Mgmt. 240 hours (6 weeks)	1.19.2027-3.8.2027			
OP or LTC (circle 1) 80 hours (2 weeks)	3.15.2027-3.26.2027			
Community 200 hours (5 weeks)	3.29.2027-4.30.2027			
Elective* 40 hours 1 week	5.3.2027-5.7.2027			

*Choose only 1 Elective week

Graduate Certificate Part-time

Practicum I: Choose 1 of 3 Options

Option 1

Rotation	Dates	Facility	Preceptor	Contact Information
Community 200 hours (8.3 weeks)	8.3.2026-8.12.2026 24 HOURS/WEEK - EXCLUDES JUNETEENTH & JULY 4			
Elective* 40 hours (1.6 weeks)	8.3.2026-8.12.2026			

Option 2

Rotation	Dates	Facility	Preceptor	Contact Information
Food Service Mgmt. 240 hours (10 weeks)	6.1.2026-8.7.2026 24 HOURS/WEEK - EXCLUDES JUNETEENTH & JULY 4			

Option 3

Rotation	Dates	Facility	Preceptor	Contact Information
Clinical 400 hours (16.6 weeks)	6.1.2026-9.25.2026 24 HOURS/WEEK - EXCLUDES JUNETEENTH & JULY 4			

Practicum II (chose 1 of 3 options)

Option 1

Rotation	Dates	Facility	Preceptor	Contact Information
Clinical	8.19.2026-12.9.2026			

400 hours (16.6 weeks)	24 HOURS/WEEK - EXCLUDES LABOR DAY & INCLUDES THANKSGIVING			
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Option 2

Rotation	Dates	Facility	Preceptor	Contact Information
OP or LTC (circle 1) 80 hours (3 weeks + 1 day)	8.24.2026-9.10.2026 24 HOURS/WEEK - EXCLUDES LABOR DAY			
Food Service Mgmt. 240 hours (10 weeks)	9.14.2026-11.20.2026 24 HOURS/WEEK - EXCLUDES COLUMBUS DAY			
Elective* 40 hours (1 week + 2 days)	11.30.2026-12.9.2026			

Option 2

Rotation	Dates	Facility	Preceptor	Contact Information
Community 200 hours (8 weeks)	8.24.2026-10.21.2026 24 HOURS/WEEK - EXCLUDES LABOR DAY			
OP or LTC (circle 1) 80 hours (3 weeks + 1 day)	10.26.2026- 11.12.2026			
Elective* 40 hours 1 week	11.30.2026-12.9.2026			

Practicum III (chose 1 of 3 options)

Option 1

Rotation	Dates	Facility	Preceptor	Contact Information
Clinical 400 hours (16.6 weeks)	1.13.2027-5.7.2027] 24 HOURS/WEEK - EXCLUDES HOLIDAYS			

Option 2

Rotation	Dates	Facility	Preceptor	Contact Information
Food Service Mgmt. 240 hours (10 weeks)	1.19.2027-3.19.2027 or *3.26.2027 *includes winter break for school FS			
OP or LTC (circle 1) 80 hours (3 weeks + 1 day)	3.29.2027-4.16.2027			
Elective* 40 hours (1 week + 2 days)	4.26.2027-5.5.2027			

Option 3

Rotation	Dates	Facility	Preceptor	Contact Information
Community 200 hours (8 weeks)	1.19.2027-3.12.2027 24 HOURS/WEEK - EXCLUDES HOLIDAYS			
OP or LTC (circle 1) 80 hours (3 weeks + 1 day)	3.29.2027-4.16.2027			
Elective* 40 hours 1 week	4.26.2027-5.5.2027			

