

SEPTEMBER

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| 1 st week | Unit 3 placement start date Unit 3 SMART goals due Unit 3 safety checklist due |
| 4 th week | Unit 3 midterm evaluations due |

OCTOBER

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| 1 st week | Unit 1 placement list finalized Unit 4 placement list finalized |
| 3 rd week | Unit 1 match Unit 4 match Unit 3 final evaluations due |
| 4 th week | Unit 1 intro emails sent Unit 4 intro emails sent |

NOVEMBER

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| 3 rd week | Unit 2 call for placements Unit 5 call for placements |
| 4 th week | Unit 1 employer letters due |

DECEMBER

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| 1 st week | Unit 1 placement start date Unit 1 safety checklist due |
| 3 rd week | Unit 1 evaluations due |
| 4 th week | Unit 4 employer letters due |

JANUARY

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| 1 st week | Unit 4 placement start date Unit 4 SMART goals due Unit 4 safety checklist due |
| 2 nd week | Unit 2 placement list finalized |
| 4 th week | Unit 2 match Unit 4 midterm evaluations due |

FEBRUARY

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| 1 st week | Unit 2 intro emails sent |
| 2 nd week | Unit 5 placement list finalized |
| 3 rd week | Unit 4 final evaluations due |
| 4 th week | Unit 5 match |

MARCH

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| 1 st week | Unit 5 intro emails sent |
| 3 rd week | Unit 2 employer letters due |
| 4 th week | Unit 2 placement start date Unit 2 SMART goals due Unit 2 safety checklist due |

APRIL

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|----------------------|--------------------------------|
| 1 st week | Unit 3 call for placements |
| 2 nd week | Unit 2 midterm evaluations due |

MAY

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|----------------------|--|
| 1 st week | Unit 2 final evaluations due |
| 2 nd week | Annual OT-SLP workshop Unit 5 employer letters due |
| 3 rd week | Unit 5 placement start date Unit 5 SMART goals due Unit 5 safety checklist due |
| 4 th week | Unit 3 placement list finalized |

JUNE

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|----------------------|--------------------------------|
| 2 nd week | Unit 3 match |
| 3 rd week | Unit 3 intro emails sent |
| 4 th week | Unit 5 midterm evaluations due |

JULY

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| 4 th week | Unit 1 call for placements Unit 4 call for placements |
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AUGUST

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|----------------------|------------------------------|
| 1 st week | Unit 5 final evaluations due |
| 4 th week | Unit 3 employer letters due |