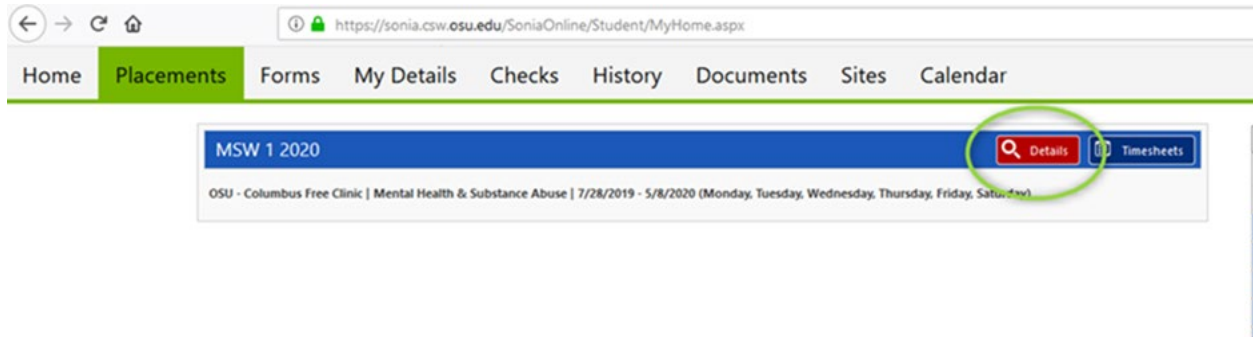


Ranking Statuses in Sonia

Once an agency agrees to interview you, you will receive a notification from Sonia via your OSU email that your Student Ranking Status has changed. At this point, log in to Sonia and follow these instructions:

1. Select the "Placements" tab and select "Details" You will see the potential agency listed.



2. At the bottom of the page under the "Offers" section, you will see a "Status" column. Your first status update will be "Willing to Interview" If you see an update of "Not Willing to Interview" please contact your placement officer and do not proceed with the next step.

| Offers | | | |
|----------------------------|------------|----------------------|-----------|
| Name | Preference | Status | Interview |
| OSU - Columbus Free Clinic | | Willing to Interview | |

If an agency is reviewing your application and has not yet made a decision, your status will be "None" as shown below or "Referred" Please DO NOT contact them at this time.

| Offers | | | |
|-----------------------------|------------|--------|-----------|
| Name | Preference | Status | Interview |
| OSU - James Cancer Hospital | | None | |

3. Once your status is "Willing to Interview", locate the site contact's information on the same page. Please contact this person via email and/or phone to schedule your pre-placement interview.

Home Placements Forms My Details Checks History Documents Sites Calendar student, fake

MSW 1 2020 Details Timesheets

Area: MSW 1 ID: 189-606-744 Stop Share

Expected Duration: 0.00 Hours Talking:

OSU - Columbus Free Clinic Google

Address: 231 N High St, Columbus OH 43201 | Get directions
 Days: Monday, Tuesday, Wednesday, Thursday, Friday
 Phone 1: 614-292-5832
 Email: stewart.1372@osu.edu
 Web address: http://www.columbusfreeclinic.com/

county
 Franklin

Site contacts:
 Stewart, Anna Email: stewart.1372@osu.edu | Work phone: 614-292-5832

4. You will continue to follow Steps 1 & 2 each time you receive a notification regarding a change in ranking status. The agency will use this function to keep you updated regarding your placement. Here are possible ranking statuses you may receive:
- Willing to Interview
 - Not Willing to Interview
 - Declined Student After Interview
 - Agency offer of Placement

In the case you receive “Not Willing to Interview” or “Declined Student After Interview”, please contact your placement officer.

5. Once you receive a ranking status of “Agency Offer of Placement”, you will have the option to decline or accept the offer. See screen shot below. If you decline a placement, please contact your placement officer.

| Offers | | | | |
|-----------|------------|---------------------------|-----------|--------------------------------|
| Name | Preference | Status | Interview | |
| test site | | Agency Offer of Placement | | Student Accept Student Decline |

The Field office will provide updates throughout the semester. We appreciate your patience and look forward to matching all of you! We'll also post this information on your Sonia homepage.

***Please note if you are an out of state student, your process may differ slightly. You will receive direct communication from your placement officer regarding your placement status**