Submitting Site Preferences in Sonia

Once you log into Sonia, click on **Placements**. Select the purple **Preferences** button to the right side of your placement group.

You will see a site directory of available placements. Sites that appear have specifically requested student placements from your cohort. As a reminder, out-of-state students will see limited options and need to provide potential agencies and contact information to their placement officer via email.

If you click on the map icon to the right of the agency name, it will take you to a Google map of the agency location. This map will provide driving instructions and the amount of miles/time it takes to arrive at the agency, from the home address you provided in your student profile in Sonia. If you select the “i” symbol to the right of the agency name, it will take you to a Google search result of the agency.

To get more detailed information on the agency, including address, website, focus areas, etc., click on the gray and white arrow icon to the left of the agency name and more detailed information on the agency will appear in the drop down box.
Continue to scroll down for more information on stipends, summer start options, bus line, etc. Please note this information is provided by each site and not guaranteed to be included.

You can filter your search by using the box on the left. Click the arrow by “Filter” to expand. Scroll down to see filter options for county.
Keep track of your preferred sites, by adding them to the “selected preferences” box on the right. You can either drag and drop the agency into the rank/agency section of the selected preferences, or click the select icon to the right of the agency name. You may select up to 5 agencies. Make sure to hit save at the bottom of the Selected Preferences box. Please note that field office staff will do their best to place you with an agency that you preference in Sonia, but no agency placements are guaranteed.