

SOCIAL WORK APPLICATION

I have received the social work application packet.

Please return application confirmation to:
Stephanie Wagner
101A McGuffey Hall
Oxford, OHIO 45056

(name)

(ID or SS#)

(local address)

(local phone)

(e-mail address)

(Date)

Miami University

Social Work
Application Packet

2008

Please return application confirmation to:

Miami University
Social Work Program
c/o Stephanie Wagner
101A McGuffey Hall
Oxford, OH 45056
Email: brocksl@muohio.edu
513-529-3314



MIAMI
OXFORD, OHIO

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APPLICATION FOR THE SOCIAL WORK MAJOR

Prior to admission to the major, students may declare a pre-social work major. Students must make application for the major and be accepted by the social work faculty (see process outlined below). All students will be held to the Social Work Retention Policy. To apply for admission to the Social Work Program, students must fulfill the requirements of the application process. Transfer students and students declaring the social work major must meet the program requirements as they stand at the time they declare the major. A limited number of students will be accepted into the program; not all students who apply will be admitted. The Application Packet will be reviewed and evaluated by the social work faculty.

Application Deadline

The complete application packet must be filed with the Social Work Program Office (101A McGuffey) by March 1st to be considered for enrollment in junior level social work courses. The social work faculty will evaluate each student's packet and will notify students, in writing, of their status by May 15th.

Application Packet

The application process involves the student's completion and submission of the Application Packet and the review and evaluation of the Packet by the social work faculty. The following must be submitted as part of the Application Packet:

1. The Application for Admission to the Social Work major must be included in the Application Packet.
2. A current DARS must be included in the Application Packet. (For transfer students, a transcript must also be included). Prior to admission to the social work major, students must have completed 30 hours of coursework with an overall grade point average of 2.5. The coursework completed must include FSW 201 with a grade of C or better, and a passing grade in ZOO 161, ECO 201 (or ECO 151), PSY 111 (or EDP 101), and SOC 151.
3. A completed Volunteer Statement (see attached) must be included in the Application Packet. Students must have completed 20 hours of volunteer work or paid employment in a social service or related agency within 4 years prior to admission.
4. The Questionnaire Form (see attached) must be completed and included in the Application Packet. The Questionnaire Form will be reviewed and evaluated by the social work faculty.
5. Students must include in the Application Packet completed Recommendation Forms (see attached) and letters of reference from two individuals. When requesting a letter of reference, the student should provide the attached form. Letters of reference and the form are to be returned to the student with the signature of the referring individual over the seal of the envelope. Appropriate individuals to provide letters of reference are employers, supervisors of volunteer work, or professors. The social work faculty will review and evaluate the references as are part of the application packet.

Conditional Acceptance: Students who have yet to complete one or more of the required areas for admission into the Social Work Program may be admitted into the program on a “conditional” basis (e.g., the student may need to take a prerequisite course). It is understood that students admitted “conditionally” will complete the requirement by the beginning of the Fall semester in which he/she is applying. Students who fail to fulfill the requirement will not be permitted to take social work coursework in which admission into the program is a prerequisite.

Provisional Admission: In situations in which the student does not have the requisite overall GPA of 2.5 or better, a student may submit a Petition for Provisional Admission (see Appendix) and be considered for “Provisional Admission” into the program, with the understanding that within a specified period of time the GPA requirement must be met (i.e., the student’s overall GPA must rise to 2.5). Students who are given a "provisional" major status must work out a plan with their faculty advisor specifying how the GPA issue will be addressed in order to be accepted as a social work major. This plan is time limited and monitored by the faculty advisor. If the student is able to raise their GPA to 2.5 or above within the given time frame, the student’s advisor will recommend Social Work Major Status.

Denial of Admission

Students not accepted into the major may appeal the decision by requesting, through the Social Work Program Director, a hearing with the social work faculty.

Employment Limitations:

Applicants to the social work program should have a commitment to using their education in their roles as employees, volunteers, or graduate students in professional programs. Students should be aware, however, that past problems might limit employment and career opportunities. Applicants should know that criminal convictions are subject to review by the State of Ohio Counselor and Social Work Board and a prior conviction may preclude licensure in the state of Ohio.

Because social workers work with many vulnerable and dependent populations, security background checks are frequently required for employment. Substantiated complaints of child abuse or abuse of vulnerable adults could preclude employment in settings related to those populations. Previous termination from volunteer, internship, or paid positions because of sexual abuse or sexual harassment would also limit employment. Applicants with a history of violence or sexual harassment should have successfully completed rehabilitation for these problems.

While the social work profession believes in the possibility of growth and change, applicants to the program must assume responsibility for removing any barriers to their service to clients. Chemical dependency, mental illness, emotional illness, substance abuse and severe unrelieved stress may impair service to clients. These issues should be confronted, resolved, or controlled before entering the program.

To complete the social work program, students do a two-semester practicum experience in a social agency. Agencies may have particular requirements because of the populations served and the service settings. Agencies may require additional information from students to assure the safety of clients, the confidentiality of services, and the absence of conflicts with agency programs and policies

General Information

The social work program seeks students with a commitment to populations at risk and to diversity.

**MIAMI UNIVERSITY
SOCIAL WORK PROGRAM**

APPLICATION FOR ADMISSION TO THE SOCIAL WORK MAJOR

Name: _____

Student ID or SS#: _____

Class: _____

Campus Address:

E-Mail Address _____

Telephone Number: _____

Permanent Address:

Permanent Telephone Number: _____

Please include:

- Copy of your DARS (and a transcript if you are a transfer student)
- Copy of your Student Questionnaire
- Two letters of reference in a sealed, signed envelope
- Documentation of a minimum of 20 volunteer hours

**Submit packet to: Social Work Office, c/o Stephanie Wagner, 101A
McGuffey Hall, Miami University, Oxford, OH, 45056.**

Date received _____
Date reviewed _____

STUDENT QUESTIONNAIRE

1. What life experiences led to your decision to major in social work?

2. What are your future academic and professional plans?

3. What background experiences, including work and/or volunteer experiences, do you have which would contribute to your success as a social work student and as a social worker?

4. Describe your interests in, experiences with, or commitments to serving and enfranchising diverse populations and populations-at-risk.

5. Do you have any experiences or current problems that might interfere with your ability to function as a social work student and a future social work professional? If so, please describe.

The above information is accurate. I have read the social work program's retention and termination policies and understand them. In addition, I have read the Social Work Code of Ethics and agree to abide by those, both as a student and as a future social work practitioner.

Student signature: _____ Date: _____

Responses that misrepresent a student's experience and situation will give cause for dismissal from the social work program.



Social Work Program
Department of Family Studies and Social Work
McGuffey Hall Room 101A
Oxford, OH 45056-3493
(513) 529-3314
(513) 529-6468 Fax

VOLUNTEER STATEMENT

This form must be completed by an agency representative in whose agency you completed your volunteer or employment experience.

_____ has completed _____ hours in
student's name total #

_____ between the dates of _____
name of agency (please print)

and _____ .

Please briefly state the nature of the work completed:

Agency representative (please print)

Date

Representative's signature

Representative's title



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Recommendation Form

Reference Concerning

_____ (name of applicant)

The above named person is an applicant for admission to the Social Work Program at Miami University. We would appreciate a letter assessing the applicant's commitment and capacity for undergraduate study, and his/her potential for the practice of Social Work.

In what capacity and how long have you known the applicant? Please include comments regarding the applicant in any of the following areas with which you have knowledge: intellectual capacity; ability to work with others; professional potential; ability to perform under pressure; sensitivity to people; and your observations of their response to diverse populations.

Please rate this student in terms of his/her overall potential for the field of social work:

- | | |
|----------------------|------------------------|
| 1. ___ Below Average | 4. ___ Outstanding |
| 2. ___ Average | 5. ___ Exceptional |
| 3. ___ Good | 6. ___ Unable to Judge |

Name (please print) _____

Position and Title _____

Organization _____

Address _____

Date _____ Signature _____

Thank you for your response. Please return this form and your letter to the student in a sealed envelope, with your signature over the seal.



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