



MIAMI UNIVERSITY

OXFORD, OH • EST. 1809

Bachelor of Social Work (BSW) Application Packet

Please return application to:

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

APPLICATION FOR THE SOCIAL WORK MAJOR

Thank you for your interest in the BSW program at Miami University. The Social Work major provides an interdisciplinary curriculum with courses in social policy, social work practice, theories of human behavior, social research, and human and cultural diversity. Graduates of the BSW program are eligible to sit for the licensure exam in Ohio.

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 Admissions committee, which is comprised of the social work faculty, will evaluate each student's packet and will notify students, in writing, of their status by May 1st.

The Admissions Committee makes final decisions based on the strength of the overall application materials. The Admissions Committee wishes to give all applications the most prompt and thoughtful consideration possible. The prompt submission of the items below help to make this possible:

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 Admissions Committee. The following must be submitted as part of the Application Packet:

1. *The Application Form*

2. *A current DARS* (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 131), PSY 111 (or EDP 101), and SOC 151.

3. *A completed Volunteer Statement form*

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 to the program.

4. *The Student Questionnaire Form*

The Questionnaire Form involves completion of 5 brief essay questions.

5. *Two letters of reference & completed recommendation forms*

When requesting a letter of reference, the student should provide a recommendation 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 include employers, supervisors of volunteer work, and professors. Because all FSW social work faculty serve on the BSW admissions committee, social work faculty cannot write letters of recommendation for admissions into the BSW program; family studies faculty, however, are eligible to write letters.

Additional Information on Admissions

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 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). The petition should be submitted as part of the application packet.

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 his/her 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 Undergraduate 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.

Background Checks

Because social workers work with many vulnerable and dependent populations, security background checks are frequently required for employment and maybe required for participation in Field Practicum. 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.

Field Education

To complete the social work program, students do a two-semester field 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.

In general, students are supervised during their field experience by a professional social worker who holds an MSW degree and has a minimum of two (2) years of post-MSW experience or a BSW degree and a minimum of five (5) years post-graduate work experience. While in field, students are also enrolled in a Field Education Seminar which meets on a weekly basis. The Seminar facilitates the integration of field and classroom learning.

Job Outlook: Careers in Social Work

The Bureau of Labor Statistics reports that employment of social workers is expected to grow by 25 percent from 2010 to 2020, faster than the average for all occupations. Growth will be due to an increase in demand for health care and social services and will vary by specialty.

Majoring in social work provides students with many opportunities. Social workers provide the bulk of mental health services in the US. BSW graduates are employed in family service agencies, child welfare organizations, nursing homes, criminal justice agencies, and schools to name just a few. Clients may consist of individuals, families, groups, organizations or communities.

For more information

If you want more information about social work or want to discuss your application, please make an appointment to talk with a social work advisor by calling the Social Work Program Office, 513-529-3314. You may also email your questions to Dr. Sherrill L. Sellers, Undergraduate Social Work Program Director, at sellers@miamiOH.edu.



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APPLICATION FOR ADMISSION TO THE SOCIAL WORK MAJOR

Name: _____

Student ID: _____

Class: _____

Campus Address: _____

E-Mail Address _____

Telephone Number: _____

Permanent Address: _____

Permanent Telephone Number: _____

Please include:

- The application form
- Copy of your DARS (and a transcript if you are a transfer student)
- Copy of your Student Questionnaire
- Two letters of reference and reference form 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

Email: brocksl@muohio.edu

STUDENT QUESTIONNAIRE

You are welcome to use the space provided or attach responses.

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.

VOLUNTEER STATEMENT

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

Student's name: _____

Total # of hours completed: _____

Name of Agency (Please Print): _____

Between the dates of _____ **and** _____

Please briefly state the nature of the work completed:

Agency representative (please print)

Date

Representative's signature

Representative's title

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.



Social Work Program
Department of Family Studies and Social Work
McGuffey Hall 101A
Oxford, OH 45056

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.

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