ELIGIBILITY REQUIREMENTS

To be eligible for the program, you must:

1. Have attained a grade point average of at least 2.5 in the last 60 semester (90 quarter) units attempted.

2. Have completed a four-year college course of study and hold an acceptable baccalaureate degree from an institution accredited by a regional accrediting association by August 29, 2006.

3. Have passed an approved lower or upper division course in statistics with a grade of "C" (not C-) or better. Course content should include: descriptive and inferential statistics, sampling, probability distribution, introduction to research methods, relationship of statistics to research methods.

4. Have taken a lower or upper division biology course that includes human biology content and passed with a "C" (not C-) or better. Course content should include: Introduction to the major concepts of biology and their application to humans, reproduction and heredity, energy, and metabolism, ecology, evolution, and the levels of biological organization using the human as an example.

5. Demonstrate proficiency in written English (see page 3).

6. Have completed a liberal arts perspective. (Note: Degrees completed after 1978 at a California State University or University of California satisfy this requirement.)

   9 SEMESTER UNITS: Communications; critical thinking

   12 SEMESTER UNITS: Physical universe; life forms; quantitative reasoning

   12 SEMESTER UNITS: Arts and humanities

   15 SEMESTER UNITS: Individual and society... in social science... in world civilization... in modern issues...in institutions

   3 SEMESTER UNITS: Personal development

Experience in human services that relate to social work practice settings (may include education, social services, or health) is strongly recommended.

Basic computer knowledge is strongly recommended.

Please note: Applicants may apply without having met eligibility requirements 2-6. Acceptance into the program is conditional until all requirements are completed. If you have taken (or plan to take) a course that you think might satisfy the requirement for biology and statistics, please submit a course outline or catalog description to the Division of Social Work Graduate Admissions Office. You will be notified of a decision in writing.

CRITERIA FOR EVALUATING APPLICANTS
Applicants can be awarded a maximum of 42 points overall. Those applicants who score highest are admitted into the program. Points in each area are awarded based on the submission of evidence to substantiate that the criteria have been met.

1. **Academic work (5-12 points)**

   Based on the GPA in the last 60 semester or 90 quarter units of college work.

2. **Length and type of field work and unpaid community service experience (0-4 points—subject to verification)**

   a. **4 points**  
      - BSW and community service experience of at least 120 hours

   b. **3 points**  
      - a. BSW degree and community service experience less than 120 hours  
        or  
      - b. Community service experience in social work or related human services field* of 480 hours within the last 7 years. Must include identification of areas of responsibility and be supported by references.

   *related human services field includes educational, health, legal or other settings but applicant must have engaged in social services functions.

   c. **2 points**  
      - Community service in social work or closely related field equivalent to 240 hours within the last 7 years and be supported by references.

   d. **1 point**  
      - Community service in social work or closely related field equivalent to 120 hours within the last 7 years and be supported by references.

3. **Length and type of employment (0-7 points—subject to verification)**

   a. Employment in Social Work or related human services field (0-5 points)

      - 5 points = Five or more years of full time employment  
      - 4 points = Four years of full time employment  
      - 3 points = Three years of full time employment  
      - 2 points = Two years of full time employment  
      - 1 point = One year of full time employment

   b. Work with socially and/or economically disadvantaged communities: such as underrepresented ethnic communities, rural communities, the disabled, children/youth, gays and lesbians, the aged, and women with unique problems. (0-2 points)

4. **Special qualifications (0-4 points)**
a. Special knowledge about socially and economically disadvantaged communities—knowledge can be obtained by having taken three or more specialized courses, having done research related to or having lived in one of these communities (Must be verified through transcripts, certificates, letters of reference, etc). (0-2 points)

b. Fluency in a language used by special populations in particular need of social services—including Spanish, Eastern European, Chinese dialects, Southeast Asian languages, Korean, Filipino dialects, Native American dialects or American sign language (Must be verified through transcripts and/or proficiency exam may be required). (0-2 points)

5. Leadership skills (0-4 points)

a. Demonstrated leadership capacity in various social work roles. (0-2 points)

b. Demonstrated leadership in services to socially and economically disadvantaged communities. (0-2 points)

Leadership is determined by:

- Community organizing or community/program development
- Carrying supervisory responsibilities in an organization
- Membership on boards or mentorships

6. Ability to achieve an undergraduate degree in spite of severe and unusual circumstances (0-2 points)

For example, physically handicapped, caregiver responsibilities, single head of household, raising children; and simultaneously completing an undergraduate program.

7. Professional criteria—from personal statement (0-6 points)

2 points • Writing skills
2 points • Depth and breadth of knowledge about current social problems.
2 points • Professional qualifications and educational goals consistent with social work mission, values and ethics.

8. Letters of reference (0-3 points)

In selecting appropriate persons to write letters of reference on your behalf, please note that the purpose of the letters is to obtain an objective evaluation from persons who have had an opportunity either to evaluate your academic work (for example, college professors) and/or your work in human services (for example, a recent supervisor or employer). Reference letters must accompany your application.

WRITING PROFICIENCY REQUIREMENT
All graduate students are expected to have demonstrated writing proficiency at the undergraduate level as required by California State University. Students applying for admission to graduate programs who have not fulfilled this requirement (because they graduated from a non-CSU institution, or completed undergraduate degree requirements prior to the imposition of the writing standard) shall be required to demonstrate writing proficiency as an admission requirement or before becoming fully classified in a graduate program. The University's writing proficiency requirement may be demonstrated by several methods. For more information, or to obtain a WPE waiver form, please call the English Dept. at 278-6409 or visit www.csus.edu/gradstudies/forms.htm.

DESCRIPTION OF PROGRAM

The Master of Social Work program is a 60-unit graduate program that prepares students for advanced, autonomous social work practice. The program consists of two semesters of professional foundation—courses that all students must take—and two semesters of an Advanced curriculum which consists of required advanced courses and advanced electives.

The Professional Foundation:

The Professional Foundation content consists of the knowledge, values, and skills that are basic for practice in any social work setting or situation, and which prepare one for more advanced, specialized learning. Six areas of study are undertaken in the Foundation:

1. SWRK 250 Social Welfare Policy provides historical background relative to the institution of social welfare and the place of the profession of social work within social welfare. It introduces students to specific social policies (e.g. for the fields of mental health, child welfare, and health, etc.) and provides an analytical framework by which to assess those policies.

2. SWRK 235A and 235B Theoretical Bases of Social Behavior I & II provide knowledge of Individuals as they develop over the life span and have membership families, small groups, organizations, and communities. Using the perspective of systems theory, it focuses upon the relationships among biological, social, psychological, and cultural systems as they affect and are affected by human behavior. Emphasis is placed upon the consequences of diversity in ethnic background, race, class, sexual orientation, and culture.

3. SWRK 202 Social Work Theory and Practice with Diverse Populations focuses on the theoretical and practice dimensions of social work with oppressed people of color, culturally diverse groups, women and other at-risk populations.

4. SWRK 204A and 204B Social Work Practice I and II are the foundation practice courses for professional social workers. Using a generalist practice perspective, these courses introduce students to the social work practice process with individuals, couples, families, small groups, organizations, communities, and society. The courses emphasize the philosophy, values and ethics of the profession, and focus on the processes and beginning skills of social work practice. Methods to address the needs of the poor, oppressed minorities, culturally diverse groups and other at-risk populations are stressed. These courses examine the assessment phase and strategies to coordinate and develop services to bring about change, including program planning, consultation services and resource development.

5. SWRK 210 Social Work Research provides instruction in the application of scientific methods for building practice knowledge and for evaluation of service delivery. Particular emphasis is placed upon the systematic evaluation of one's own practice. Knowledge of statistics is a prerequisite for this course and is, therefore, an admission requirement.

6. SWRK 295A and SW 295B Field Education provides students the opportunity to integrate classroom learning with actual practice. Students are placed in a human/social service agency setting under the auspices of a field
instructor. The field instructor, who must possess an MSW degree, instructs students in the field by giving them assignments that help them apply the knowledge and skills learned in the classroom. Instruction is generally available only during daytime hours. Field instruction in the first year occurs on Thursday and Friday, and in the second year on Monday, Tuesday, and Wednesday. Students must be willing to accept internships within a 50-mile radius of the University. The Field Coordinator must approve any deviation from this pattern.

Note: The above courses comprise the professional foundation. Students also complete three elective courses during the program.

**Advanced Curriculum**

The Advanced course offerings begin in the second year. Required courses include:

- **SWRK 204C-D** Multilevel Practice with Vulnerable Life Conditions and Resilient Populations
- **SWRD 251** Advanced Policy
- **SWRK 295C-D** Field Education
- **SWRK 500** Thesis/Research Project/Comprehensive Examination

In addition, students will choose advanced electives in practice with individuals, families, groups, organizations, and communities.

**THREE YEAR PROGRAM**

The Division of Social Work also has a three-year program. This program is identical in courses to the two-year program with important differences:

1. The program is completed over three years, not two;
2. Field education begins in the second year, not the first, and is generally offered during daytime hours; and
3. A reduced course load is carried during the first and second year, but in the third year a full course load is carried.
4. The program is generally limited to 15 students each year.

**Students must indicate on the application form the program for which they are applying.**

**ADVANCED STANDING**
The Division of Social Work provides advanced standing in the graduate program to a limited number of eligible and qualifying students. Students awarded advanced standing complete the second year of the MSW Program (31 Units). Eligibility criteria require that applicants have:

1. A baccalaureate degree awarded by a program accredited by the Council on Social Work Education and awarded within five years prior to admission to the graduate program.

2. A grade point average of 3.3 or better in the last 60 units of upper division courses.

3. A grade of “B+” (not B) or better in the equivalent undergraduate courses for which advanced standing in the graduate program is requested.

4. Been admitted to the two-year graduate program and awarded unconditional classified graduate status.

5. Submitted an application for advanced standing.

6. Submission of an acceptable research prospectus for a thesis/research project.

7. Submitted a letter of recommendation from a social work faculty member of the school from which graduated.

8. Submitted a letter of recommendation from a field instructor of the school from which graduated.

9. Completed at least two semesters each of human behavior, practice, and practicum. Completed at least two semesters of courses focused on cross-cultural content. Completed one course on research methods.

If you meet all of the above requirements and are interested in applying for advanced standing, please mark the area for advanced standing on the first page of the Division of Social Work Application.

Eligible applicants not receiving advanced standing may apply for up to six units of waivers. Waivers excuse the student from the courses but not the units. Applicants may also receive credit by examination during the first two weeks of the fall semester.

SCHOOL SOCIAL WORK PREPARATION (PUPIL PERSONNEL SERVICES CREDENTIAL)

In addition to the required courses for Advanced Practice and Policy, the following courses are required: School Social Work 238A, 238B, and a field placement in a school setting. For information visit www.hhs.csus.edu/SWRK/pps.htm

TITLE IV-E CHILD WELFARE STIPEND PROGRAM

The Division of Social Work administers a Title IV-E Child Welfare Stipend Program which provides grants for full-time and three-year graduate students preparing for careers in the field of public child welfare. For more information, please contact the Title IV-E Office at (916) 278-5057.

LICENSED CLINICAL SOCIAL WORKER (L.C.S.W.)
The Master of Social Work degree is the academic degree required for the Licensed Clinical Social Worker credential in California. After the Master's program is completed, all MSW graduates are eligible to apply for registration as an Associate Clinical Social Worker (ASW) and begin to collect 3200 hours of social work experience under L.C.S.W. supervision. For additional information about licensure, please contact:

The California Board of Behavioral Science Examiners
400 R Street, Room 3150
Sacramento, CA 95814
(916) 445-4933
www.bbs.ca.gov/default.htm

CRIMINAL BACKGROUND CHECK

Please note that fingerprints and background checks for felony convictions are often required by many agencies that employ professional social workers and may be required by some of the placement agencies utilized by the Division of Social Work. These are also required by the Title IVE program. Background clearances are now required prior to registration with the Board of Behavioral Science Examiners as an Associate Clinical Social Worker. Please contact the Director of Admissions if you have any question or concerns.

INFORMATION SESSIONS

The Social Work Dept. will conduct sessions on November 3, 10, 22 and 29 from 7 – 8:30 p.m. in Eureka 112. Please check our website for the updated information at www.hhs.csus.edu/swrk/msw.htm