MSW Application Packet

School of Social Work

P. O. Box 6104, SFA Station
420 East Starr Avenue
Nacogdoches, TX 75962-6104

(936) 468-4020-Office
(936) 468-7201-Fax

Dr. Freddie L. Avant, School Director
Dr. Emmerentie Oliphant, MSW Program Director

( Please keep this page for your records)
Stephen F. Austin State University

School of Social Work

MSW PROGRAM

APPLICATION PROCESS

It is the applicant’s responsibility to provide all required documentation to the School of Social Work and Graduate School offices. The MSW application materials should be submitted to the School of Social Work.

The application to the Graduate School must be submitted online using the Apply Texas Application for Admission along with a $50 application fee and official transcripts. The Apply Texas Application may be obtained at: https://www.applytexas.org

The application process will proceed as follows:

1. When the Graduate School office has received all required application materials, that office will forward a Notice of Admission to the School of Social Work for review by the MSW Admissions Committee.
2. When all MSW application materials, Graduate School Application Packet, and the Departmental Recommendation for Admission have been received by the School of Social Work, the student’s file will be forwarded to the MSW Admissions Committee for review.
3. The MSW Admission Committee will review the student file and make a recommendation for admission by completing the Departmental Recommendation for Admission form and the Director will complete the Notice of Admission and this form will be returned to the Graduate School’s office immediately.
4. The Graduate School will complete a Graduate School Admission Notice based on the recommendation from the MSW Admission Committee.
5. If the student is to be admitted, the Graduate School will mail a copy of the Graduate School Admission Notice to the student or a letter on admission status.
6. The Graduate School is responsible for admitting the student into the Student Information System. This may take several days for completion.
7. Once the Graduate School has admitted the student into the Student Information System, the student may attend a new student orientation, be advised and register for courses.

For more information, contact the School of Social Work

( Please keep this page for your records)
Admission

In order to be considered for admission to the MSW program, applications must submit: 1) an SFA graduate school application, 2) official transcripts, 3) three letters of recommendation using the attached form, 4) supplemental application for the MSW program, and 5) a written statement of interest in social work. Application forms may be obtained online at: https://www.applytexas.org

Non-Advanced Standing

To be considered for clear non-advanced standing admission, applications should present an overall GPA of at least 2.5 and a GPA of 3.0 for the last 60 hours. Applicants who demonstrate outstanding qualifications on other admission criteria may be admitted on a probationary basis with an overall GPA of 2.5 and 2.8 GPA for the last 60 hours.

Advanced Standing

A limited number of students may be admitted to the advanced standing program. To be considered for advanced standing, applicants must have earned a Bachelor’s Degree in Social Work from a program accredited by the Council on Social Work Education. Applicants admitted on a probationary status are not eligible for advanced standing.

To receive advanced standing, an applicant must have made a minimum GPA of 3.0 in the last 60 credits of undergraduate course work and a 2.5 GPA overall.

Decisions on course equivalency credit will be made by the MSW Program Director. Advanced placement credit may be awarded for SWK 501, SWK 502, SWK 507, and SWK 512. Advanced standing credit is not automatic and students may be required to submit course equivalency information or successfully complete a competency examination before receiving credit for a course. All students who receive advanced standing must complete a minimum of 39 credit hours in order to receive the MSW. Part-time advanced standing student must complete the program in two years.

( Please keep this page for your records)
Stephen F. Austin State University

School of Social Work

MSW PROGRAM

APPLICATION REQUIREMENTS

It is the applicant’s responsibility to provide all required documentation to the School of Social Work and Graduate School offices.

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Texas Common Application for Admission found on the Graduate School web page

1. click on **Prospective Students**, click on **How to Apply**, click on **Graduate School Application** which will take you to the Texas Common Application for Admission located at: [https://www.applytexas.org](https://www.applytexas.org)

2. $50 application fee payable online through Texas Common Application or payable to Stephen F. Austin State University Business Office (The application must be received by the Graduate School prior to making the payment to the university)

3. Official transcripts from all post-secondary education

4. MSW Supplemental Application

5. Statement of Interest in Social Work (At least one paragraph answering three questions in APA format, double spaced with your name on the paper)

6. Summary of employment history or Resume

7. Three (3) Letters of Recommendation forms completed as stated below*
   - a. A supervisor from a work or volunteer setting preferably a professional setting.
   - b. A professor or dean from an educational setting.
   - c. A professional (not personal) reference.

8. Student Information Contact Form

*BSW student’s seeking advanced standing should include a letter from their Program Director or Field Coordinator.

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( *Please keep this page for your records*)
Please Print
Name: __________________________________________

E-mail: _________________________________________

Address: ___________________________________________  City  State  Zip

Phone: ___________________________  Cell: ________________________________

Application for Admission:   Fall_____Spring_____Summer_____Year_____  

Applying for:   Full-time admission_____  Part-time admission_____  

Advanced Standing_____ (Must have BSW degree)  
Non-Advanced Standing _____  Title IV-E Stipend _____

Class location preference (if available):

  Nacogdoches _____  The Woodlands _____

Are you fluent in any language other than English?  Yes_____No_____

If yes, what language? ______________________________

Are you a Child Protective Services employee?  Yes_____No_____

Have you successfully completed undergraduate course work in the following?

Social Statistics Yes_____No _____

Multiculturalism (Race or Minority Relations)  Yes_____No _____

Have you successfully completed a minimum of 18 credit hours in Liberal Arts foundation course work? (i.e., English, Political Science, History, Economics, Sociology, Psychology, etc.)

Yes_____No _____

If you have ever been convicted of a felony it may affect your ability to obtain a Social Work License in the State of Texas. Contact the Texas State Board of Social Worker Examiners for more information: 1-800-232-3162.
As part of your application, please enclose a statement (written in an essay form, about two pages, double spaced) about your interest in social work addressing:

1. How did you become interested in pursuing a professional career in social work?

2. What qualities or abilities do you possess that would make you an asset to the social work profession?

3. How would the Advanced Generalist MSW program at SFA help to meet your goals for your professional career in social work?

(Please keep this page for your records)
Applicant’s Name: ________________________________  (Please Print)

Under the federal Family Education and Privacy Act of 1974, students are entitled to review their record including letters of recommendation. However, persons who serve as a reference may feel more comfortable in fully addressing all issues if they know that their recommendations will remain confidential. You have the option of waiving the right to review your recommendation. Please indicate your choice concerning this right.

____ I waive my right to review this recommendation.
____ I do not waive my right to review this recommendation.

Applicant’s Signature: ________________________________

TO THE PERSON COMPLETING THIS RECOMMENDATION:

You have been selected by the person named above to evaluate his or her ability and readiness to enter a graduate program in social work. Your appraisal of this individual will help the Admission Committee to make a decision about the applicant’s capacity to benefit from this program.

KNOWLEDGE OF APPLICANT

1. What is the nature of your contact with this applicant?

2. Approximately how long have you known this applicant?

3. How well do you know the applicant?

   1 2 3 4 5
   Not very well Very Well

4. On a scale of 1 to 5, how would you rate the applicant’s chances of success in an MSW program?

   Unsuccessful  Probably Marginal Successful  Very
   Successful
   1 2 3 4 5
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<th></th>
<th>Poor</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
<th>Outstanding</th>
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<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
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<tr>
<td>Writing ability</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
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<tr>
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<td>2</td>
<td>3</td>
<td>4</td>
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<tr>
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<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
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<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
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<tr>
<td>Motivation</td>
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<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Maturity</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Teamwork</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Concern for others</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Sensitivity to Other cultures</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

What are the applicant’s primary strengths?

What are the applicant’s weaknesses?

What would the applicant contribute to the profession?

**Would you recommend this applicant for admission to this MSW program?**

Yes_____

With Serious reservations_______

No____________

Signature of respondent: ____

_____________________________ Name

(printed): ________________________________

Title: ___________________________ Institution: ___________________________

Address: ______________________________

Phone: ___________ E-mail: ________________________________
Last Name: ________________________________
First Name: ______________________________
Middle Name/Initial: _______________________
Name you wish to be called: __________________
Student ID Number: ________________________
Current Address: ____________________________
City/Town: ________________________________
State: _________________________________
Zip Code: ___________
Home Telephone Number: _______________________
Work Telephone Number: _______________________
Cell Telephone Number: _______________________
E-mail Address: ______________________________
Emergency Contact Person(s): _______________________
Contact Person(s) Telephone Number: _______________________
Additional Information: _______________________

________________________________________

________________________________________
1. **What can I do with an MSW degree after I graduate?**
   The social work profession has its own body of knowledge, code of ethics, practice standards, credentials, state licensing, and a nationwide system of accredited education programs that equip professional social workers to combine the desire to help others with the knowledge, skill, and ethics needed to provide that help. MSW social workers typically work in leadership or advanced positions as managers, supervisors, and administrators in a wide variety of settings. Examples include private and public agencies, hospitals, schools, private practice, international organizations, and courts to name a few. Social Workers are committed to the process of planned change and may work directly with individuals or groups; help communities or groups provide or improve social and health services, and participate in relevant legislative processes that affect quality of life for all citizens.

2. **Why should I pursue a master’s degree in social work from SFASU?**
   The School of Social Work at Stephen F. Austin has a commitment to excellence in the preparation of students as professional social workers. The undergraduate social work program has been accredited by the Council on Social Work Education (CSWE) since 1979. The graduate program was accredited by CSWE in 2001.

3. **What are my options for study toward a Masters Degree in Social Work (MSW)?**
   - Full time Advanced Standing – 1 year plan
   - Part time Advanced Standing – 2 year plan
   - Full time Non-advanced Standing – 2 year plan
   - Part time Non-advanced Standing – 3 year plan

4. **What practice areas are offered?**
   The specialized practice prepares students to become advanced generalist practitioners within a rural context. Upon completion of the program, students will have gained the advanced knowledge, skills, and values to work with individuals, families, groups, communities, and organizations in a variety of settings in rural areas and with people who have rural lifestyles. Although the program’s specialized practice primarily focuses on the rural context of practice, the knowledge, values, and skills that students learn are readily transferable to other settings.

5. **What are the admission requirements for the MSW program?**
   In order to be considered for admission to the MSW program, applicants must submit:
   - SFA graduate school application
   - Official transcripts from all colleges and universities attended
   - 3 letters of recommendation
   - A supplemental application for the MSW program
   - A written statement of interest in social work.
   - Resume or history of employment
   - Student information sheet
   To be considered for clear admission, applicants should have an overall GPA of at least 2.5 and a GPA of 3.0 for the last 60 hours. Applicants who demonstrate outstanding qualifications on other admission criteria may be admitted on a probationary basis with an overall GPA of 2.5 and 2.8 GPA for the last 60 hours.

(Please keep this page for your records)
A limited number of students may be admitted to the advanced standing program. To be considered for this program, applicants must have earned a bachelor’s degree in social work from a program accredited by the Council on Social Work Education. Applicants admitted on probationary status are not eligible for advanced standing. To receive advanced standing status, applicants must have a minimum GPA of 3.0 in the last 60 credits of undergraduate study and GPA of 2.5 overall.

6. Can I transfer credits from other graduate programs?
All courses that students wish to take outside of the MSW program (either at SFASU or another college or university) must be approved by the students’ advisor and the MSW Program Director. The advisor may ask students to provide relevant information about the course work for transfer credit. Such information might include the university catalog description of the course and/or course syllabus. The student may also wish to consult the Program Director as to the appropriateness of the course toward the MSW degree. Only courses from MSW programs accredited by the Council on Social Work Education will be accepted for transfer credit. Elective courses taken in areas other than social work are not accepted for transfer credit.

7. Do you offer the MSW program at locations other than the Nacogdoches?
Courses will be offered in the Woodlands starting Fall 2016. Offering courses at other sites depends on the number of students interested in attending classes at a distant site and the availability of program resources.

8. Do you offer online courses in social work?
A number of courses in the MSW curriculum are offered online and others are under development.

9. What are requirements for international applicants?
International applicants must meet the same requirements for admission as a student from the United States. In addition, all international applicants must submit a completed International Student Application (available at www.sfasu.edu/admissions) plus a non-refundable $50 application evaluation fee. Applicants whose native language is not English are required to submit evidence to demonstrate competency in the English language sufficient to function successfully in graduate work.

10. What type of undergraduate degree do I need?
Students wishing to enter the advanced standing (one-year) program must have an undergraduate degree in social work. For other applicants, a liberal arts background is the ideal preparation for the MSW program, but all majors are accepted. For some, additional coursework in human biology, social statistics, and/or multicultural studies may be required.

11. What is the MSW program application deadline?
Applications are accepted on a rolling basis but should be submitted as early as possible prior to the upcoming semester.

12. Does SFA provide financial aid?
Yes. Financial aid programs in which Stephen F. Austin State University participates include the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Leveraging Educational Assistance Program, Texas Grant Program, Texas Public Educational Grant, Federal Work-Study Program, Federal Perkins Loan, Federal Family Educational Loan Program (Stafford Loan), and the Hinson-Hazelwood Student Loan Program. Consideration for these programs requires need analysis. Unsubsidized Stafford Loans, Federal Parent Loans, short-term emergency loans and University scholarships may be available to students who do not demonstrate financial need. Information regarding student aid can be found at www.sfasu.edu/fiad. A limited number of graduate
assistantships and specific scholarships such as the Elisabeth Kenny Memorial Scholarship and the Ima Hogg Mental Health Foundation Scholarship are also available.

13. Are there any specialized stipend programs?
The Child Welfare Professional Development Project (CWPDP) in the School of Social Work at SFA receives federal funds (Title IV-E, Social Security Act) from the Texas Department of Family and Protective Services. The purpose of the funds is to prepare undergraduate and graduate students for work in public child welfare and to provide a needed pool of trained social workers in the field of child protection. CWPDP stipends are offered to MSW students, both Child Protective Services (CPS) employees and non-CPS employees. Interested students should contact Ms. Becky Price-Mayo at (936) 468-1808 or bmayo@sfasu.edu for more information.

14. Is student housing available?
Rooms and apartments are provided for approximately 5,000 students on campus. Application forms can be found on the university housing web site at www.sfasu.edu/housing

15. Will I be able to pursue social work licensure after graduation?
Yes, students graduating from the SFA School of Social work are qualified to sit for the licensure examination in the state of Texas. For more information about application for licensure, students may contact the Texas State Board of Social Work Examiners at 1-800-232-3162 or www.tdh.state.tx.us/hcqs/plc/lsw_default.htm

16. Who do I call for additional information?
You may contact the MSW Program Office at 936-468-4020 or via email at wwdelacruz@sfasu.edu. The SFA School of Social Work Student Handbook is available on the university web site at: http://www.sfasu.edu/socialwork/documents/MSW_Student_Handbook_2011-2012.pdf

( Please keep this page for your records)
Master of Social Work Program

Curriculum

**Advanced Standing Full-time (10 months)**

**Summer Session II**
- SWK 504 Introduction to Rurality 3
- SWK 514 Advanced Standing Seminar 3

**Fall Semester**
- SWK 517 Rural Social Policy Analysis 3
- SWK 520 Social Work Research Process 3
- SWK 525 Advanced Generalist Practice 3
- SWK 535 Seminar in Advanced Rural Practice 3
- SWK 558 Advanced Social Work with Groups 3

**Spring Semester**
- SWK 530 Research Practicum 3
- SWK 539 Field Instruction III 3
- SWK 540 Field Instruction IV 4
- SWK 541 Field Instruction V 4
- Elective 3

Total Credits 38

Advanced standing students must take SWK 504-Introduction to Rurality and SWK 514-Advanced Standing Seminar in the summer proceeding the fall semester. A thesis option (SWK 589 and SWK 590) may be substituted for SWK 530.

AC = Advanced concentration.
F = professional foundation.
T = Transition course.

The MSW Handbook is available online at:

(Please keep this page for your records)
Master of Social Work Program

Curriculum

**Advanced Standing Part-time (2 year plan)**

**Summer Session II**
- SWK 504 Introduction to Rurality 3
- SWK 514 Advanced Standing Seminar 3

**Fall Semester**
- SWK 517 Rural Social Policy Analysis 3
- SWK 525 Advanced Generalist Practice 3
- SWK 535 Seminar in Advanced Rural Practice 3
- SWK 558 Advanced Practice with Groups 3

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<thead>
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<th>Course</th>
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<tr>
<td>SWK 504 Introduction to Rurality</td>
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<tr>
<td>SWK 514 Advanced Standing Seminar</td>
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<tr>
<td>SWK 517 Rural Social Policy Analysis</td>
<td>3</td>
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<tr>
<td>SWK 525 Advanced Generalist Practice</td>
<td>3</td>
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<tr>
<td>SWK 535 Seminar in Advanced Rural Practice</td>
<td>3</td>
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<tr>
<td>SWK 558 Advanced Practice with Groups</td>
<td>3</td>
</tr>
<tr>
<td>SWK 517 Rural Social Policy Analysis</td>
<td>3</td>
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<tr>
<td>SWK 525 Advanced Generalist Practice</td>
<td>3</td>
</tr>
<tr>
<td>SWK 535 Seminar in Advanced Rural Practice</td>
<td>3</td>
</tr>
<tr>
<td>SWK 558 Advanced Practice with Groups</td>
<td>3</td>
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<tr>
<td><strong>Total Credits</strong></td>
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**Spring Semester**
- SWK 520 Social Work Research Process 3
- Elective 3

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<tr>
<td>SWK 517 Rural Social Policy Analysis</td>
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<td>SWK 525 Advanced Generalist Practice</td>
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<td>SWK 558 Advanced Practice with Groups</td>
<td>3</td>
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<tr>
<td>SWK 520 Social Work Research Process</td>
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<td><strong>Total Credits</strong></td>
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**Fall Semester**
- SWK 549 Field Instruction III 5

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**Spring Semester**
- SWK 530 Research Practicum 3
- SWK 559 Field Instruction III 6

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<tr>
<td>SWK 530 Research Practicum</td>
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Advanced standing students must take SWK 504-Introduction to Rurality and SWK 514-Advanced Standing Seminar in the summer proceeding the fall semester. A thesis option (SWK 589 and SWK 590) may be substituted for SWK 530.

AC = Advanced concentration.
F = professional foundation.
T = Transition course.

The MSW Handbook is available online at:
# Master of Social Work Program

## Curriculum

### Non-Advanced Standing Part-Time (3 Year Plan of Study)

#### Fall Semester #1
- SWK 501 Introduction to the Social Work Profession 3
- SWK 502 Human Behavior and the Social Environment I 3
- SWK 504 Intro to Rurality 3
- SWK 505 Generalist Practice I 3
- SWK 519 Field Instruction I 4
  - Total 16

#### Spring Semester #1
- SWK 500 Applied Research Methods 3
- SWK 507 Social Welfare Policy & Services 3
- SWK 512 Human Behavior and the Social Environment II 3
- SWK 515 Generalist Practice II 3
- SWK 529 Field Instruction II 4
  - Total 16

#### Fall Semester #2
- SWK 517 Rural Social Policy Analysis 3
- SWK 520 Social Work Research Process 3
- SWK 558 Advanced Practice with Groups 3
  - Total 9

#### Spring Semester #2
- SWK 530 Research Practicum 3
- Elective 3
  - Total 6

#### Fall Semester #3
- SWK 525 Advanced Generalist Practice 3
- SWK 535 Seminar in Advanced Rural Practice 3
  - Total 6

#### Spring Semester #3
- SWK 539 Field Instruction III 3
- SWK 540 Field Instruction IV 4
- SWK 541 Field Instruction V 4
  - Total 11

**Total Credits 64**

The MSW Handbook is available online at:

( Please keep this page for your records)
## Master of Social Work Program

### Curriculum

#### Non-Advanced Standing Full-time (2 year plan)

**Fall Semester**
- SWK 501 Introduction to the Social Work Profession  3
- SWK 502 Human Behavior and the Social Environment I  3
- SWK 504 Introduction to Rurality  3
- SWK 505 Generalist Practice I  3
- SWK 519 Field Instruction I  4

**Spring Semester**
- SWK 500 Applied Research Methods  3
- SWK 507 Social Welfare Policy & Services  3
- SWK 512 Human Behavior and the Social Environment II  3
- SWK 515 Generalist Practice II  3
- SWK 529 Field Instruction II  4

**Fall Semester**
- SWK 517 Rural Social Policy Analysis  3
- SWK 520 Social Work Research Process  3
- SWK 525 Advanced Generalist Practice  3
- SWK 535 Seminar in Advanced Rural Practice  3
- SWK 558 Advanced Practice with Groups  3

**Spring Semester**
- SWK 530 Research Practicum  3
- SWK 539 Field Instruction III  3
- SWK 540 Field Instruction IV  4
- SWK 541 Field Instruction V  4
- Elective  3

| Total Credits | 64 |

The MSW Handbook is available online at: