

BSW PROGRAM ADMISSIONS INSTRUCTIONS AND FORMS

- Completed application form
- Personal Interest Statement instructions
- Two Academic/Professional Recommendation letters
- Recommendation form completed by Intro to Social Work Professor (form included)
- Unofficial Transcript (only required for courses that are not listed in Degree Works)
- Release of information and disclosure form
- Compliance with NASW Code of Ethics form
- Photo/Video Consent Form
- College Student Code of Honor Form
- College Substance Abuse Compliance Contract

Application materials are due by the second Friday in February. Submit your application materials either electronically or hand-delivered to:

Dr. Rashele Wade, LCSW
BSW Program Director
Office Location: Eugene Smith Building, Suite 327
rwade@astate.edu



APPLICATION FOR ADMISSION BSW PROGRAM

Date of Application _____

Name _____ Student ID Number _____
Last First

Gender _____ DOB _____ Ethnicity/Race (Optional): _____

Email _____ Hometown _____

Phone: Home _____ Work _____ Cell _____

Current Mailing Address _____

Are you registered as an international student? Yes No

If "yes", which country? _____

Name of Social Work Advisor _____

Total Semester Hours Completed _____ (Min.45 hrs.) Overall GPA _____

Are you a transfer student? Yes No

If yes, please indicate the College you are transferring from _____

Not a requirement for admission:

Because having a second language is an asset in social work, it is helpful to know if you have second language ability. Please list any second languages in which you can hold a conversation, e.g. Spanish, Sign Language, etc. _____

Pre-requisites (Equivalent and ASU approved transfer courses may be substituted):

Please indicate the grade you received in the following courses. To be fully admitted into the Social Work Program, you must have completed each course with a grade of C or better prior to beginning the program.

Course	Grade Received
1. ENG 10103 Freshman English I	_____
2. ENG 10203 Freshman English II	_____
3. SCWK 21303 Introduction to Social Work	_____
4. BIOL 10043 Biological Science	_____
5. BIOL 10031 Biological Science Lab	_____
6. POSC 20003 Introduction to US Government	_____
7. SOCI 10103 Introduction to Sociology	_____
8. PSY 11003 Introduction to Psychology	_____

Transcripts and recommendation forms: Please attach a copy of your **current transcript**, including any transferred credits, two academic/professional letters of recommendation, and the recommendation form (included in this packet) completed by your Introduction to Social Work Professor/Instructor. If you are unable to provide a letter of reference from your Introduction to Social Work Instructor, a letter from another academic instructor may be substituted, preferably one in social work. Your references must be professional references from employers, agencies you have volunteered at, academic instructors, etc. Letters from family members and friends will not be considered.

Personal Interest Statement Instructions: This statement will be read and evaluated as one criterion in determining applicant's admission status. The statement must address all of the items listed below. Statements should include a cover page with the applicant's name. Statements should be two to three pages long (not counting the cover page), double-spaced with 1-inch margins.

- What character traits do you have that will help you be successful in the Social Work profession?
- Identify current personal limitations that may present obstacles to your professional development as well as how you plan to overcome these limitations.
- Describe and elaborate on your experiences with diversity.
- Explain when and how you became interested in social work as a profession.
- Identify a client population you would like to work with and elaborate on why you selected this group.



Release of Information Disclosure Form

In order to obtain the best BSW students for our department, the admission committee members may seek information that is not included in the application package. The information sources may come from previous instructors and advisors you may have studied under or worked with. Further, should you be admitted to the program, your instructors, advisor and field supervisor may on occasions, consult together to review your progress in the program in order to help you reach your learning goals. Your signature provides us with consent to communicate with these other individuals as needed.

Applicant's Signature

Date



Code of Ethics Compliance Statement

My signature below indicates that I have read and evaluated the National Association of Social Workers (NASW) Code of Ethics and I understand that I am obligated to follow the NASW Social Work Code of Ethics should I be admitted into the Program. **Note: To sign the statement without having read the code is a violation of the code.**

Applicant's Signature

Date



Social Work Department
Introduction to Social Work - Instructor's Initial assessment of student's potential for social work studies*

Student _____

Instructor _____

Semester/Year _____ / _____

Grade received in class _____

	EXCELLENT	\GOOD	FAIR	POOR	NOT OBSERVED
1. Attendance (number of times absent or)					
2. Participation and engagement					
3. Learning behaviors in the classroom					
4. Initial understanding of the profession					
5. Initial understanding of ethics/values					
6. Understands expectations of program					
7. Type of interaction with instructor					
8. Type of interaction with peers/team					
9. All graded assignments completed					
10. All in-class and on-line exercises completed					
11. Work consistently completed on time					
12. Sought additional support from instructor/learning services if needed					
13. Accepts feedback and modifies work/behavior					
14. Potential for the program and profession as observed in the course					

Comments:

Instructor

Date

If you are unable to contact your Introduction to Social Work Instructor for this assessment form, you may 1) have it completed by another social work instructor you have had or 2) request a traditional letter of recommendation for one of your other academic instructors.



Photo / Video Consent and Release Form

Social Work Department

PO Box 2460

State University, AR 72467

Office: (870) 972-3984

Fax: (870) 972-3987

Photo / Video Consent Form and Release to Publish

Both the Social Work Department and Arkansas State University (ASU) are frequently involved in professional, research, and community activities that require visual images to effectively communicate with various audiences.

The Social Work Department and ASU encourage your participation in such professional and community activities where photographs or video images are frequently taken. You are being asked to provide your permission to use your image to be included materials that may be published or posted electronically for the purposes of research, teaching, yearbook, or send/publicity. You are under no obligation to give consent and permission to use your image. Your signature below indicates that you are freely giving the Social Work Department and ASU the right to include your image as explained above. No names will be associated with any photographs and/or video images.

I, _____, give permission for photographs and/or video images to be taken and used as described above.

Name (Please Print)

Date

Signature (Parent/Guardian if minor)

Date



College Student Code of Honor Form

Each student admitted to a professional program in the College of Nursing and Health Professions is charged with the responsibility of honorable conduct. A student is assumed honorable until his/her actions prove otherwise. An honor offense is defined as an act of lying, cheating, or stealing. Formal procedures exist for violations of the honor code.

As a student in a health program, it is fundamental that you act in an honorable and virtuous way so that a community of trust is established among members of the college and your clients. Honor is a practiced ideal that will positively impact your relationship with fellow students, faculty, administrators, patients and other members of the community. As you live an honorable life, you will find that you cannot live without it.

All students in this college are bound by the Honor Code and all are needed to make it work. The atmosphere of trust and integrity that is created by an honor system enables the student to know his/her word will be taken as true, to compete fairly in the classroom and to keep what is rightfully his/hers. The system functions best when all members of the college not only take responsibility for their own actions, but hold their peers to the same standards.

As a student admitted to a health professions program, you must agree to live by and support the basic principles of honesty - no lying, cheating or stealing; be accountable for your actions; and share information about honor offenses. If you are not prepared to accept these responsibilities, you should select a program outside this college.

I have read the explanation of the College Student Code of Honor. I understand that as an admitted student in one of the programs in the college, I have accepted the pledge of honesty and will be expected to meet the standards as set forward.

Signature

Date

To be signed and returned to the Social Work Department to be placed in Student's file.



Substance Abuse Compliance Contract

COLLEGE OF NURSING AND HEALTH PROFESSIONS
ARKANSAS STATE UNIVERSITY

I, _____, have read the Board of Trustee approved *Substance Abuse Policy & Procedures* of the Arkansas State University College of Nursing and Health Professions and agree, as a student in the professional health program, to comply with all aspects of the policy as written, including testing for substance abuse and appropriate release of that information. Furthermore, I agree to abide by the provisions for determining dismissal and to follow the conditions of readmission as outlined.

Student's Name

Student's Signature

Date