

6/13/16

# WRIGHT STATE UNIVERSITY

-- Department of Social Work – 270 Millett Hall, Dayton, OH 45435 -- (937) 775-2751  
**SOCIAL WORK APPLICATION**

**HELLO!!** Attached is your application for admission to the Wright State University Social Work Major. Your decision to apply for admission to Social Work indicates you have given careful consideration to your interests, abilities, and commitments relevant to helping people resolve the social problems which affect them.

Acceptance of a student into the Social Work major is decided upon by the Social Work faculty. The decision to admit a student into the program indicates a commitment by the faculty to assist you in your educational and professional development.

Below is a checklist of all of the items which must be submitted to the Social Work Office by 4:00 p.m. on **February 1st**. Social work applications are only reviewed once each year.

For more information about applying to the major, please visit the WSU Social Work Department website at [liberal-arts.wright.edu/social-work](http://liberal-arts.wright.edu/social-work) and Like us on Facebook at [wright.state.socialwork](https://www.facebook.com/wright.state.socialwork).

**Return all materials together as a packet to: Department of Social Work**

***Attn: Bachelor of Arts in Social Work Application  
Wright State University  
270 Millett Hall  
Dayton, OH 45435***

**Any application not having all of the following items in the Social Work office by 4 P.M. on February 1st may not be reviewed until the following February 1<sup>st</sup> deadline.**

- A. \_\_\_ Schedule and attend an advising appointment with the WSU social work department from Sept 1- Nov 15<sup>th</sup>
- B. \_\_\_ Passed or enrolled in (circle one) SW 2700 (or SW 270) – *Intro to Social Work* with a minimum grade of C.
- C. \_\_\_ Passed or enrolled in (circle one) SW 2710 (or SW 271) – *Intro to Social Welfare*. Must pass with minimum grade of C. [May be taken prior to, after or concurrent with SW 2700]
- D. \_\_\_ Passed or enrolled in (circle one) SW 2720 (or SW 272) – *Multicultural Competence in a Diverse World*. Must pass with a minimum grade of C.
- E. \_\_\_ The following courses must be completed by the end of the Summer term/s for Fall admittance. The course meeting the content at WSU is in parenthesis. Students may take an equivalent course at another college that was approved by the chair of the WSU Social Work Department.
  - \_\_\_ Academic Writing and Reading (ENG 1100, grade C or higher)
  - \_\_\_ Research Writing and Argument (ENG 2100, grade C or higher)
  - \_\_\_ Intro to Psychology (PSY 1010)
  - \_\_\_ Intro to Sociology (SOC 2000)
  - \_\_\_ Political Life (PLS 2000) or American National Government (PLS 2120)
  - \_\_\_ Interpersonal Communication (COM 2020)

\_\_\_Economic Life (ECON 2000) or Social Issues (ECON 2900) [Macroeconomics is required for transfer courses]

\_\_\_Health and Disease (BIO 1070), or Intro to Biology of Food (BIO 1050)

F. \_\_\_ A minimum, overall GPA of 2.25.

G. \_\_\_ Your application contains: Two letters of PROFESSIONAL references.

Information about your letters:

- Letters must be on professional letterhead.
- One letter must come from a faculty member.
  - For students who have completed SW 2700, SW 2710, and SW 2720 (or SW 270-271-272) on the WSU main campus, the letter must come from a faculty member outside the Dept. of Social Work.
  - For students who have completed two of the following -SW 2700, SW 2710, and SW 2720 (or SW 270-271-272) - at another campus or university, the letter must come from a social work faculty member who is familiar with your academic work.
- The 2<sup>nd</sup> letter should come from employers, professors outside the Dept. of Social Work, or volunteer coordinators.
- Letters should NOT come from friends, employees you work with who are not your supervisor/s, your neighbors, a social service provider who has treated you (e.g., your mental health therapist, your AA sponsor), or others that cannot speak to your professional abilities.
- Letters should be written by people with whom you have had recent (2years-present) professional contact.

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H. \_\_\_ Completed criminal background disclosure statement.

I. \_\_\_ Social Work Professional Statement and Social Issue Statement for admission.

J. \_\_\_ Application for the major in Social Work.

K. \_\_\_ Copy of transcripts with grades of all classes taken at another college or university.

Social work faculty may request an interview to discuss your application, including if you do not follow the instructions for the Professional Statement and Professional References. The faculty may also request that you rewrite sections of the application if some items are not clear.

If you have taken courses at another university please arrange an appointment with Dr. Sarah Twill, **before the due date** to discuss which courses may meet requirements for the Social Work Major.

If you have any questions about this application do not hesitate to call the Social Work Department at 775-2751.

Sincerely,  
Dr. Sarah Twill, Chair  
Department of Social Work

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## APPLICATION TO THE MAJOR IN SOCIAL WORK

Please PRINT or TYPE and complete fully

Date: \_\_\_\_\_ UID \_\_\_\_\_

Name: \_\_\_\_\_  
Last First MI Maiden

Mailing Address: \_\_\_\_\_  
Number & Street City State Zip

Phone: (\_\_\_\_\_) \_\_\_\_\_ (home)  
(\_\_\_\_\_) \_\_\_\_\_ (work)  
(\_\_\_\_\_) \_\_\_\_\_ (cell)

Permanent Address: \_\_\_\_\_  
Number & Street City State Zip

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Please check if you would like information about either of these special interests:

\_\_\_\_ *I am interested in learning more about the Gerontology Certificate Program and working with older adults.*

\_\_\_\_ *I am interested in working with child welfare, foster care, investigation and/or adoptions.*

The Council of Social Work Education requires schools accredited by the Council to report student populations by minority identification. The information requested here will assist in meeting this requirement and will provide statistical data for the department. **RESPONSE IS OPTIONAL.**

\_\_\_\_ African-American  
\_\_\_\_ Mexican-American  
\_\_\_\_ Native American

\_\_\_\_ Puerto Rican  
\_\_\_\_ Asian American  
\_\_\_\_ Anglo American (White)

\_\_\_\_ Foreign (specify):  
\_\_\_\_ Other(specify):

\_\_\_\_ FEMALE

\_\_\_\_ MALE

**SUMMARY OF VOLUNTEER AND WORK EXPERIENCE.** Please list in reverse chronological order, beginning with the most recent experience.

**Volunteer Experience in Social Services from High School Graduation to Present**

<u>Agency/Employer</u>	<u>Job Title</u>	<u>Dates</u>	<u>Hours/Week</u>

**Paid Experience in Social Services**

<u>Agency/Employer</u>	<u>Job Title</u>	<u>Dates</u>	<u>Hours/Week</u>

**Other relevant paid or volunteer experience**

<u>Agency/Employer</u>	<u>Job Title</u>	<u>Dates</u>	<u>Hours/Week</u>

I certify that the information contained in this application for admission to the Social Work major is correct and completed by me. I recognize that false representation may result in dismissal from the Social Work major.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## APPLICATION FOR ADMISSION

### SOCIAL WORK PROFESSIONAL STATEMENT GUIDELINES

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As a part of your application for admission to the Social Work Department we ask that you write a statement responding to the items listed below. Your statement will be read by members of the Social Work Faculty. It will be assessed for the **relevance of content** as well as the **clarity of expression**. Apply the knowledge and experiences you have gained in your social work classes to complete this statement.

You are expected to respond to all of the items. Your statement must be **typed and double-spaced**. Make sure your name is on both the professional statement and social issue paper.

- (1) Students make a decision to pursue a career in social work for a variety of reasons including volunteer and/or work experiences, course work, personal values, and life experiences,. Please develop a **500 word statement** (about **2 typed, double-spaced pages**) discussing your own specific reasons for wanting to become a social worker.

Include:

- Specific strengths you currently have to bring to this professional role.
- Identify areas of social work practice you need to strengthen before entering practice
- Specify your hopes for how the social work curriculum will assist you in your professional growth.

Tips for professional statement:

- Stick to the 500 word requirement.
- Address each aforementioned bullet point.
- Be specific – you need to support claims that you make with examples from your classroom learning, volunteer experiences, research, etc.
- Information about your personal life story that has influenced your desire to be a social worker should be one paragraph or less.
- Proofread your document – your grammar, spelling, sentence structure, and paragraph usage will be evaluated.
- Use 12 point times new roman font.
- Use 1 inch margins.
- Label the top of the paper with the heading ‘Professional Statement’.

- (2) Discuss a social issue that is of particular interest to you. Prepare a **250 word statement** (about one

**typed, double-spaced page)** in response. Describe how you believe:

- Our society should address this issue.
- How you might contribute to its resolution.

Tips for social issue paper:

- Stick to the 250 word requirement.
- Address each aforementioned bullet point.
- Be specific – you need to support claims that you make with examples from your classroom learning, volunteer experiences, and/or research.
- Proofread your document – your grammar, spelling, sentence structure, and paragraph usage will be evaluated.
- Use 12 point times new roman font.
- Use 1 inch margins.
- Label the top of the paper with the heading ‘Social Issue’.

(3) Is there any additional information which you believe might be important for the faculty to know as we consider your application for admission?

■■■ **NOTE** ■■■

It is advisable to retain a copy of these materials for your personal records.

## Criminal Records Disclosure

Name (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Ohio Counselor, Social Worker, and Marriage and Family Therapist Licensing Board requires that you complete a form detailing any criminal history. To help prepare you for this process and to help screen potential senior placements, we are asking you to complete this application. You will NOT automatically be denied admission to the Department of Social Work or, in the future, a license to practice. However, failure to accurately provide this information will be considered falsification. If you have any questions about this process, please make an appointment with Dr. Sarah Twill.

The following language has been taken from the Licensing Board and also applies to the WSU Department of Social Work application :

*The Board does not pre-evaluate criminal convictions; the evaluation is a part of the application process. Since the Board has the responsibility to protect the public, a primary objective of the Board is to ensure applications for licenses from applicants with criminal convictions have documentation on file that gets an appropriate review. For this reason, the Board evaluates all misdemeanors and felony convictions in the same manner for each type of professional license.*

*All applicants are required under law to report all misdemeanor and felony convictions unless they are only minor traffic violations. All charges and/or convictions require a "yes" answer, even if the original charge and conviction is in an expunged status. Failure to report any police record is falsification of an application and is grounds for denial of an application. When reporting convictions, the applicant is required to provide a complete explanation of the underlying circumstances, sufficient rehabilitation evidence and a copy of the court documents. The Board evaluates each application with any reported convictions on a case-by-case basis to make a determination concerning the applicant's ability to practice with safety to the public. Included in the Board's evaluation is the nature and severity of the offense, additional subsequent acts, timeframe of crime, compliance with sanctions, and evidence of rehabilitation. (<http://cswmft.ohio.gov> or [http://cswmft.info@cswb.state.oh.us](mailto:http://cswmft.info@cswb.state.oh.us))*

Please answer the following questions:

1. Have you ever been convicted of a misdemeanor, other than a traffic offense?

\_\_\_NO

\_\_\_YES. If yes, please provide detailed information, and include any disciplinary actions. Additional documentation may be required.

2. Have you ever been convicted of a felony?

\_\_\_NO

\_\_\_YES. If yes, please provide detailed information, and include any disciplinary actions. Additional documentation may be required.

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## PROFESSIONAL LETTER OF RECOMMENDATION

Under the provisions of the Family Educational and Privacy Act of 1974 the applicant will have access to the information provided unless you waive such access.

I hereby waive my right to the information contained in this recommendation.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ has applied for admission to the Wright State University Department of Social Work and requests your letter of recommendation concerning her/his potential for the study of social work.

Please complete the recommendation and **return it to the applicant** in a sealed envelope as soon as possible, but **no later than the February 1<sup>st</sup> deadline.**

1. Recommender's Name \_\_\_\_\_
2. How long have you known the applicant? \_\_\_\_\_
3. In what capacity have you known the applicant? \_\_\_\_\_  
\_\_\_\_\_
4. Please rate the applicant on the following qualities:

Personal Quality	Exceptional	Very Good	Good	Fair
Reliability				
Self Awareness				
Acceptance of Diversity				
Concern for Others				
Critical Thinker				

5. Please attach a letter on your professional letterhead which describes the qualities of the applicant which prepares her/him for the Social Work major.
6. Please indicate the strength of your overall recommendation by placing an "X" in the appropriate space below:

- Highly Recommend     Recommend With Reservation  
 Recommend             Not Recommend

Signature of Recommender \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Phone \_\_\_\_\_

Thank you for your attention to this request. If you have any questions about the recommendation, **please call the Department of Social Work at (937) 775-2751.**



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Signature of Recommender \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_ Phone \_\_\_\_\_

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**WRIGHT STATE UNIVERSITY**  
**SOCIAL WORK DEPARTMENT SCHOLARSHIPS**

The Social Work Department at Wright State University awards several scholarships annually. The scholarships are awarded based on demonstrated financial need and to support the academic performance and career goals of the applicants. Student Professional Development Scholarships are also available to support student presentations at conferences. For further information contact the Raider Connect, (937) 775-4000, or visit their website at [wright.edu/raider-connect](http://wright.edu/raider-connect).

**Social Work Scholarship Fund**

Supports student development and attendance at scholarly conferences. Students must submit a written request for these funds at least 30 days prior to the academic conference they plan to attend or 30 days before expenses of a research activity. The request should include the scholarly activity and a detailed budget: costs of the conference at the student volunteer rate, costs of sharing a room, costs of sharing transportation, and costs for meals.

**Colleen Mercuri-Johnson Scholarship Fund**

Supports student internships with persons diagnosed with developmental or intellectual disabilities (DD or ID). One undergraduate and one graduate student will receive a \$500 scholarship for Fall and a \$500 scholarship for Spring semester if they engage in field education with a persons who are DD or ID. Students must discuss their career interest in working with this population.

**Richard Blazer Scholarship**

Supports students with financial need. Students must describe their specific financial need (e.g. the need to pay for tuition, transportation, or books due to low income or recent loss of job or family obligations) and how this scholarship will help them complete the graduation requirements in social work.

**Richard Blazer Fund**

Supports MASW students. There is one scholarship available to MASW students who have financial need and have demonstrated academic success.

Supports students pursuing the Gerontology Certificate. There is one scholarship available to an undergraduate or graduate student who will complete the Gerontology Certificate requirements. Demonstrate your interest in pursuing a career working with older adults.

**Carl and Karla Brun MSW Service Award**

Supports MSW students with volunteer service. Students must have demonstrated financial need; have earned a minimum GPA of 2.75 on a 4.0 scale on all previous undergraduate and graduate work; have been accepted into the Masters of Social Work Program; and provide documentation that shows either:

1. volunteer service beyond their job or academic requirements, a “pay it forward” spirit – to be determined by the Social Work Scholarship Committee or
2. what prevented them from volunteer service (i.e.; disability, illness, or being a single parent).