

APPLICATION FOR ADMISSION TO THE SOCIAL WORK PROGRAM

CASTLETON STATE COLLEGE

Application for admission to the Castleton State College Social Work Program requires that you do the following:

1. An interview will be required with program faculty to discuss your application.

Last Name	First	Initial	Maiden Name	
Street Address	Apt. No.	City	State	Zip
DOB: Mo. Day. Yr.	Social Security Number		Home Phone	Work Phone

2. Submit a letter of intent to major in social work. First this letter must identify why you have chosen social work as a major and your professional objectives upon graduation. Second, discuss your personal values demonstrating congruency with social work values. Third, discuss areas of concern, which include one's skills, grades, a criminal record, or issues brought to your attention by faculty.

You may include the following content in your application letter:

- A. What are your reasons for seeking admission to the CSC Social Work Program? If you have an interest in a specific area of social work, please state.
- B. Give a brief statement of your career goals.
- C. As a prospective social worker what kinds of experiences have you had which prepare you for social work?
- D. What are the strengths upon which you can build a higher level of skill as a social worker?
- E. What are your personal limitations which may interfere in the helping process and make your work more difficult? Include any prejudices about people, groups, and/or communities?
- F. What new areas of knowledge and skills will you need to learn or improve to become an effective social worker?
- G. In a brief paragraph, describe your understanding of what the Code of Ethics of the National Association of Social Workers requires of majors in social work and of professionals.

Please indicate the required courses that you have completed and grade earned on the form below.

Course	Term Taken	Grade Earned
SWK 1010	_____	_____
SWK 2011	_____	_____
SWK 2040	_____	_____
SWK 1810	_____	_____
SWK 3010 (TBD)	_____	_____
SOC 1010	_____	_____
SOC 2130	_____	_____
ANT 1010	_____	_____
PSY 1010	_____	_____
MAT 2011	_____	_____
BIO 1010	_____	_____
BIO 2111 OR	_____	_____
BIO 2012	_____	_____
Cumulative GPA		_____

DECLARATION OF MAJOR

The Declaration of undergraduate academic program form for social work is available in the Registrar’s Office located in Woodruff Hall. Students wishing to major in social work are encouraged to complete an application by the end of the second semester.

ADMISSION TO THE SOCIAL WORK MAJOR

- 1) During the second semester of the junior year the student must **submit a letter of intent to major** in social work. This letter must identify why the student has chosen social work as a major and their professional objectives upon graduation. A statement of a student’s personal values demonstrating congruency with social work values shall be included in the letter.
- 2) In the same semester **an interview with program faculty** will be scheduled as part of the admission process. This will allow the student to meet program faculty members and the faculty to assess the prospective student's written and communication skills.
- 3) **Program faculty will conduct a review of the student's academic performance** during the semester.
- 4) Students must sign a **Student/Program Contract** upon acceptance by social work faculty into the social work program during this semester.

CONTINUATION IN THE SOCIAL WORK PROGRAM

Continuation is determined by continuing progress toward a professional level of performance. In addition to a mastery of knowledge, the student must demonstrate the acquisition of professional attitudes, values, and skills and commitment to the Code of Ethics of the National Association of Social Workers. Only those students whose academic accomplishments and personal attitudes, skills and values indicate reasonable promise in social work, as can be determined in the College setting, will be recommended for field placements. A minimum grade of “C” in SWK3010 (Social Work Practice), SWK 4020 (Interventive Methods of Social Work Practice), and SWK4812 (Field Placement) must be maintained for continuation in the program.

ADMISSION TO FIELD INSTRUCTION

1. Minimum GPA requirement.
2. A letter grade of C or better for the practice course SWK 3010.
3. A signed Student/Program Contract upon acceptance by social work faculty into the social work program.
4. Completion of all prerequisites and permission of the College Field Instructor.
5. Students who are denied admission to field instruction and/or termination from the program may contest the faculty decision within ten days of such decision. They may also appeal to the Academic dean of the College who will make a final determination of admission status.

TERMINATION FROM THE PROGRAM FOR ACADEMIC AND NON-ACADEMIC REASONS:

Not every student will necessarily be appropriate for the practice of social work.

1. Failure to maintain a minimum GPA.
2. Inadequate interpersonal relationship skills for social work practice.
3. Inadequate written or verbal communication skills.
4. Violations of the NASW Code of Ethics.
5. Unresolved personal issues that impair performance in the classroom or in field instruction.
6. Lying, cheating, or plagiarizing in course work or field work.
7. Persistently inadequate performance in field instruction activities as well as failure to accomplish field instruction objectives.
8. Excessive class or field work absences.
9. Persistent inability to meet dates on assignments and projects.
10. Students who are denied admission to field instruction and/or termination from the program may contest the faculty decision in writing within ten days of such decision to request a meeting with the faculty. If resolution is not made, they may appeal to the Academic Dean of the College who will make the final determination.

Note: Admission to, and termination from, the Program may be for academic or non-academic reasons. The social work faculty makes such determinations. The Program’s responsibilities to students and to the practice of social work are balanced in reaching these decisions. Students will be notified in writing of the Committee’s decision.

I hereby affirm that the information provided herein, including all statements appended by me hereto, is complete, true and correct to the best of my knowledge and belief. I have read and subscribed to the Social Work Code of Ethics (available on the WEB at www.nasw.org). Please return this form and all requested information to the office of the Coordinator of Social Work Program.

Signature of Applicant _____ Date _____

Faculty Use Only

Date Received _____
Action Taken:

Admit _____	Date _____
Conditional Admission _____	Date _____
Deferred _____	Date _____
Denied _____	Date _____

Signature _____ Date _____
Title _____

Signature _____ Date _____
Title _____

Signature _____ Date _____
Title _____

2-10-2003
DAE
LAJ