

**Application to the  
Bachelor of Science in Social Work**

**APPLICANT INFORMATION AND SIGNATURE**

This form is to be completed by the applicant. It will remain part of the applicant's permanent file.

NAME OF APPLICANT: \_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

COLLEGE ADDRESS: \_\_\_\_\_

\_\_\_\_\_

MOBILE PHONE# \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

STUDENT ID# \_\_\_\_\_ GENDER \_\_\_\_\_

CLASS STANDING: FR SOPH JR SR Credits earned: \_\_\_\_\_

1. Social Service Work Experience: What work experiences, if any, have you had that relate to social work? Be specific. (Use additional paper if needed.)

2. Volunteer or Community Experience: What volunteer activities or community experiences, if any, have you had that relate to social work? Be specific. (Use additional paper if needed.)

3. Family and/or work involvement: What life experience have you had that relate to social work? Be specific. (Use additional paper if needed.)

*The Minnesota Social Work Practice Act is the law enacted by the Minnesota Legislature which governs the licensure and regulation of social workers in the State of Minnesota. The Board of Social Work will request a criminal history background check on all applicants for initial licensure. Additionally, state, county and health care agencies also request a criminal history background check on all applicants for internships. We ask the following question to determine if your conviction history may be a job related consideration.*

Have you been convicted, including a finding of guilt, whether or not the adjudication of guilt was withheld or not entered, an admission of guilt, or a no contest plea of a felony, gross misdemeanor, or misdemeanor? (Do not include juvenile convictions or petty misdemeanor)

\_\_\_\_\_yes          \_\_\_\_\_no

Have you been convicted, including a finding or verdict of guilt, whether or not the adjudication of guilt was withheld or not entered, an admission of guilt, or a no contest plea, of a crime against a minor?

\_\_\_\_\_yes          \_\_\_\_\_no

I hereby affirm that I will abide by the NASW Code of Ethics.

\_\_\_\_\_ (initial)

I understand that giving false information or omitting requested information in any part of this application could result in rejection of my application or dismissal from the program should I be accepted.

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

## PERSONAL STATEMENT

Instructions:

Please address the following questions in a personal statement that is typed and double-spaced. There is no preferred number of pages. Attach the statement to this application. Your statement should be a serious reflection on your thoughts and feelings about being a social work major. It will be considered carefully by the social work faculty as part of the application and admissions process.

1. Why do you want to be a Social Work major? What personal (family, friends), academic, work, volunteer, and/or community experiences influenced this decision?
  
2. What do you see as major social problems in our society? Why do you think these problems exist and how can social work contribute to their alleviation?
  
3. What qualities, attributes, skills, do you possess that could be used to solve problems?
  
4. What particular strengths do you bring to the social work profession? What limitations do you perceive you have? How do you plan to develop your strengths and improve your limitations?
  
5. Standard 2.09 of the NASW Code of Ethics (Impairment of Colleagues), states: *“(a) Social workers who have direct knowledge of a social work colleague’s impairment which is due to personal problems, psychosocial distress, substance abuse, or mental health difficulties, and which interferes with practice effectiveness, should consult with that colleague and assist the colleague in taking remedial action; (b) Social Workers who believe that a social work colleague’s impairment interferes with practice effectiveness and that the colleague has not taken adequate steps to address the impairment should take action through appropriate channels established by employers, agencies, NASW, licensing and regulatory bodies, and other professional organizations.”*

Based on this Standard, we ask that you respond to the following questions:

Do you have any personal problems (such as substance abuse or mental health issues) that would affect your ability to be a social worker? Have you taken steps to address these concerns? If not, how might you plan to address them?

**RECOMMENDATION FORM**

**Name of Applicant:** \_\_\_\_\_

**Name of Recommender:** \_\_\_\_\_

**Address of Recommender:** \_\_\_\_\_

**TO THE APPLICANT**

Please give this recommendation form to a person who you believe will be able to provide a valid appraisal of your capacity to do social work. Please indicate whether you reserve the right to review the recommendation once it is written or to waive your right to have access to this information.

I \_\_\_\_\_ do not waive the right of access to this recommendation.

I \_\_\_\_\_ waive the right of access to this recommendation.

Signed: \_\_\_\_\_.

**TO THE RECOMMENDER:**

Thank you for your willingness to provide information to the Southwest Minnesota State University Social Work Program. Please fill out the checklist on the reverse side of this sheet and then expand on your evaluation by responding to the following question:

In what capacity and/or how long have you known the applicant? Please indicate your knowledge of the applicant's abilities that relate to social work such as: interpersonal skills, ability to communicate both orally and in writing, leadership qualities, emotional maturity, ability to empathize, personal ethics and aptitude for a social work career. If you have personal knowledge of any experience the applicant has had in the broad areas of social service, indicate the nature of the experience and your assessment of the applicant's performance. (Use additional paper)

Thank you for your cooperation. Please return this form to: Social Work Program Director  
Southwest Minnesota State University  
Marshall, MN 56258

**Social work is an emotionally, psychologically, and intellectually demanding profession in relation to other non-human services professions. Using this grid, please rank the applicant on a scale of 1 to 5 in each of the categories below.**

	Top 5%	10%	20%	30%	40%	Inadequate opportunity to observe
1. Intellectual	1	2	3	4	5	0
2. Analytical	1	2	3	4	5	0
3. Able to express ideas and feelings						
a. verbally	1	2	3	4	5	0
b. in writing	1	2	3	4	5	0

**Please rank the following from high to low**

	high					low
4. Able to respect and work with differences in people: (race, class, culture, ethnicity, sexual preference, religion/spiritual beliefs, gender, value system)	1	2	3	4	5	0
5. Concerned and committed to working toward solving social problems.	1	2	3	4	5	0
6. Mature and emotionally stable	1	2	3	4	5	0
7. Able to initiate and follow through	1	2	3	4	5	0
8. Ability to identify personal strengths, limitations motivations, especially as related to a decision to work with people.	1	2	3	4	5	0
9. Responsible	1	2	3	4	5	0
10. Recognition of the essential worth and dignity of all human beings.	1	2	3	4	5	0
11. Ability to relate to people with warmth and empathy, communicating feelings appropriately.	1	2	3	4	5	0
12. Ability to ensure that one's own personal, religious sexual and political preferences are not imposed on a client.	1	2	3	4	5	0
13. Openness to change in oneself and other.	1	2	3	4	5	0
14. Other: _____	1	2	3	4	5	0

Summary Evaluation:

\_\_\_\_\_ I strongly recommend this applicant for admission and feel that he/she has the capability to perform at a superior level.

\_\_\_\_\_ I recommend this applicant for admission and feel his/her performance should be comparable to that of most students.

\_\_\_\_\_ I feel that the applicant's qualifications are marginal, but if admitted, the applicant would greatly benefit from study in the program.

\_\_\_\_\_ I do not recommend this applicant for admission to the Southwest Minnesota State University Social Work Program.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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**Name of Recommender:** \_\_\_\_\_

**Address of Recommender:** \_\_\_\_\_

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**Please rank the following from high to low**

	high					low
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\_\_\_\_\_ I do not recommend this applicant for admission to the Southwest Minnesota State University Social Work Program.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



**RELEASE OF INFORMATION**

Without a written release of information, the Southwest Minnesota State University Social Work Program cannot provide any letters of reference or recommendation. We are permitted only by law to say you attended the program and/or graduated unless we have written permission to provide further information.

(Please Print)

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

From: \_\_\_\_\_  
(Last name) (First name) (Middle name)

Re: Release of Information

I grant permission to the Southwest Minnesota State University Social Work Program to release information regarding my academic performance for the purpose of letters of reference/recommendations.

\_\_\_\_\_  
(Signature) (Date)

**COURSE REQUIREMENTS FOR ADMISSION TO THE SOCIAL WORK MAJOR**

(You must have a grade of "C" or better in all courses)

	<b>SEMESTER</b>	<b>GRADE</b>	<b>POINTS</b>	<b>CREDITS</b>
<b>ENGL 251</b>	_____	_____	_____	_____
<b>COMM 110</b>	_____	_____	_____	_____
<b>BIOL 101</b>	_____	_____	_____	_____
<b>PSYC 101</b>	_____	_____	_____	_____
<b>PSYC 260</b>	_____	_____	_____	_____
<b>SOCI 101</b>	_____	_____	_____	_____
<b>ECON 201 or 202</b>	_____	_____	_____	_____
<b>PHIL 103</b>	_____	_____	_____	_____
<b>POLI 120</b>	_____	_____	_____	_____
<b>SWRK 234</b>	_____	_____	_____	_____

Cumulative GPA in the above courses: \_\_\_\_\_ (*must be minimum of 2.5*)

Overall GPA: \_\_\_\_\_

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Please be sure you have submitted the following forms:

- Application
- Transcript(s)
- Personal Statement
- Course Requirement Checklist
- 1 letter of recommendation
- 2<sup>nd</sup> letter of recommendation
- Release of Information

*Last Revised: Nov.2019*