
Applications accepted anytime. Admission will be considered for the next possible semester.

ALL ITEMS LISTED BELOW MUST BE RECEIVED IN ORDER TO FULLY CONSIDER YOU FOR ADMISSION.

- Non-UI Students must apply to the University of Iowa College of Liberal Arts and Sciences: <https://admissions.uiowa.edu/apply/transfer-student-application-process> Select: "Social Work (John and Mary Pappajohn Education Center).
- Grade report showing all college/university grades through the end of the semester most recently completed.
 - Transfer students who will be new to UI need to submit official transcripts to UI Admissions and a copy transcript to the School of Social Work.
 - UI students **do not need** an official transcript. You may submit a current print-out from MyUI; please include name and ID#.
- Print-out of current semester's course registration, if applicable
- This completed application form including the essays and your volunteer/work experience(s) with your signature and date.

Additional requirement for transfer students who completed the introductory level social work class(es) at another institution:

- Provide Transfer Reference Form to instructor of the introductory level social work class(es) or another instructor from that institution in an allied field (i.e. human services, psychology, sociology). Send completed form to Christy Thies, christy-thies@uiowa.edu or you can mail/deliver to: Christy Thies, University of Iowa School of Social Work, Pappajohn Education Center, Office 124, 1200 Grand Ave, Des Moines, IA 50309.

Please note that a reference will only be accepted in the case of transfer applications where the student has completed the introduction to social work class at another institution.

Required of specified students upon completion of course work*.

- If my cumulative GPA is near or below 2.5, or if it is specifically requested in my admission letter, I will send an updated grade report at the end of the current semester to: christy-thies@uiowa.edu. This report does NOT need to be an official copy unless requested.

*All admissions to the School of Social Work are conditional upon maintaining one's current level of academic performance verified by receipt of this second grade report.

X _____

Student Signature

Date

Submit completed application materials by email: christy-thies@uiowa.edu or mail/delivery: Christy Thies, University of Iowa School of Social Work, Pappajohn Education Center, Office 124, 1200 Grand Ave, Des Moines, IA 50321.

To check the status of your application, contact Christy Thies at christy-thies@uiowa.edu or 515-235-4662.



**COLLEGE OF
LIBERAL ARTS & SCIENCES**
School of Social Work
308 North Hall
Iowa City, Iowa 52242-1223
319-335-1250 Fax 319-335-1711

September, 2018

Dear Applicant:

Thank you for your interest in The University of Iowa School of Social Work. Enclosed you will find information and application materials for our undergraduate program in social work. The BA completion program in Social Work began in Des Moines in the fall of 2010. It is ideally suited for students who are completing the 2+2 program at an Iowa community college.

Applicants who have the AA but have not followed the 2+2 guidelines, applicants with an AAS or APS in Human Services, and those with two years of transfer courses completed at a four year college (including SSW:2222 Introduction to Social Work or transfer-equivalent course) may apply for admission to the program but may need to complete more than a total of 120 semester hours for the BA degree. It is strongly recommended that applicants complete the [World Language general education requirement](#) before applying.

The University of Iowa School of Social Work is accredited by the Council on Social Work Education. Admission to the School is selective, so please read the enclosed information very carefully. If you decide to pursue a bachelor's degree in social work, we suggest you discuss the social work profession with a member of the social work faculty. We also strongly suggest you explore what it means to be a social worker through volunteer work.

Applicants are encouraged to discuss their future career plans and interest in the Des Moines program with Christy Thies, Des Moines Program Coordinator, at an information session listed below or by contacting her directly at christy-thies@uiowa.edu or 515-235-4662. Students applying to the program should indicate on the UI online application that they are applying to the Social Work program at the Pappajohn Education Center.

Des Moines BA in Social Work Information Sessions: September 12, October 10, November 14, December 12, January 9, February 13, March 20, April 10, May 15, June 12, and July 10. All are held from 4-5 pm at the Pappajohn Education Center, Des Moines, IA 50309.

The BASW Program in Des Moines is sequenced and begins each fall. Full-time, two-year program students take an average of two courses in social work each semester. Full-time students also enroll in at least six semester hours of additional upper-division courses offered by the UI each semester including summer to complete the degree in two years. Part-time, three-year program students take an average of one social work course each semester and up to six semester hours of additional upper-division courses each semester, including summer. The social work major courses are offered in Des Moines in a classroom setting. Other requirements are offered online or through a combination of classroom and online methods.

There are two steps to the admission process and you must complete both steps in order for the School to fully consider you for admission. **Applications for admission are accepted anytime and admission will be considered for the next possible semester.**

1. Complete and submit The University of Iowa transfer student application available online:
<https://admissions.uiowa.edu/apply/transfer-student-application-process>

On this online form, you are asked which college you are applying to. Select "College of Liberal Arts and Sciences". When asked which major field of study, select "Social Work (John and Mary Pappajohn Education Center)". It is important that you select this option rather than "Social Work" only.

Make sure to complete Step 2 below as well. Do not wait for confirmation of your UI transfer student application to proceed.

2. Complete and submit the Des Moines BA in Social Work application.

These application materials are available on the School of Social Work web site:
<http://clas.uiowa.edu/socialwork/undergraduate-program/admission>

Applications will be reviewed upon receipt and students will be notified by email of the decision. Upon admission, each student will have a tentative, individualized plan to complete the program, based on their degree audit.

We are pleased you are considering a degree in social work. If you have any questions concerning application requirements or the application process, please contact Des Moines Program Coordinator Christy Thies: christy-thies@uiowa.edu, 515-235-4662, or Admissions Coordinator Tomeka Petersen: ssw-admissions@uiowa.edu, 319-335-1250.

Sincerely,

Amy Butler

Amy Butler, MSW, Ph.D

Associate Professor and BASW Program Director

College of Liberal Arts and Sciences Criteria for Admission:

Applicants to the BA Social Work program must have met the College of Liberal Arts and Sciences (CLAS) requirements and be admitted to CLAS. Students are admitted to the CLAS on the basis of three criteria: completion of a set of high school unit requirements; high school class rank or college transfer grade-point average; and ACT/SAT results or a combination of high school/college records and standardized test scores. These requirements are further explained on the web: <https://admissions.uiowa.edu/undergraduate-programs/first-year-admission-college-liberal-arts-and-sciences> and in the current University of Iowa General Catalog: <http://www.registrar.uiowa.edu/registrar/catalog/liberalartsandsciences/socialwork/> Applicants to the School of Social Work must meet additional criteria detailed below. Due to class size restrictions, not all students who meet the criteria are admitted when the applicant pool is large.

I. School of Social Work Criteria for Selective Admission for BA Social Work

A. Academic qualifications

1. A cumulative GPA of 2.50 (on a 4.0 scale) at the time of admission. Applicants who do not meet the minimum GPA but demonstrate strengths/potential in other areas may be granted consideration for admission on an individual basis.
2. A grade of C or above in SSW:2222 Introduction to Social Work or comparable course taken in another college and approved by the School of Social Work.

B. Application form including essays and volunteer/work experience(s).

The application is a writable pdf and begins on page 5 of this document. It includes demographic and academic information a series of essays and a table of volunteer or work experiences. Transfer students also submit a reference.

The review committee will be assessing the applicant's personal qualities and values that are considered essential for the professional practice of social work, including: good intellectual capacity and analytical skills combined with an ability to work constructively with others; good communication skills, judgment, adaptability, sense of responsibility, resourcefulness, caring and compassionate qualities; and a personal commitment to social justice, empowering individuals, and serving underrepresented groups. Applicants' willingness and interest in addressing social justice issues that affect human beings as a consequence of oppression, poverty, marginalization and alienation because of the intersection of multiple factors, including those identified by CSWE: class, color, culture, disability, ethnicity, gender identity and expression, immigration status, political ideology, race, sex, sexual orientation, and religious, non-religious or spiritual beliefs is fundamental to a successful experience in the School. These qualities are to be evidenced in the application.

The application includes providing demographic and academic information, essays and providing details about relevant social work experience(s) in a table format.

Demographic and Academic Information

Complete these sections within the application on pages 5 and 6.

Essays

These essays are your opportunity to help us understand more about you, who you are, and what you hope to accomplish as part of our School of Social Work and in your career.

Instructions for writing your essay

There are five required essays for all applicants, an optional essay, and one reapplication essay required for students who have previously applied to the School of Social Work.

Essay 5 is an additional opportunity for you to distinguish yourself and enhance your application. This statement helps the admissions committee understand why you are a good fit for the School of Social Work.

Each essay identifies a maximum number of words allowed per response. It is your responsibility to limit your responses to no more than the limit, including spaces and punctuation, for each question.

The accuracy and quality of writing in this statement will be evaluated as evidence of the Candidate's potential for professional written communication.

- ▯ Compose your statements in a word-processing program to take advantage of spelling and grammar tools, as well as character counters.
- ▯ Once you are satisfied with your essays, save them and paste them into the space provided on the writable pdf. Proofread once more to make sure no odd characters or line breaks have appeared.

If you are reapplying to the School of Social Work, your responses should be different from those previously submitted. The admissions committee will review your prior application and statements.

Please answer the following in essay format.

Required Essay 1

We are interested in how you selected social work as your academic and career path. Reflect on things you have done or experienced that have helped you make an informed decision to pursue a social work career. There is a 400 word limit to this essay.

Required Essay 2

Choose **one** of the following ethical situations and write how you would respond. Discuss how your response is congruent with the Social Work Code of Ethics*. Be sure to site the code and how it applies to your response. *Code of Ethics may be found online: <https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>. There is a 250 word limit to this essay.

- You notice that you and one of your clients have mutual friends on social media. You and this client recently started discussion about termination. The client is requesting permission to connect and communicate with you through one of your personal social media accounts, such as a "Friend" request in Facebook." What would you do? How does the code guide you with this decision?
- You are in a social setting and your friend starts gossiping about one of her co-workers. This co-worker is one of your clients and the gossip is around issues that your client is dealing with during therapy sessions. This "making fun" gossip is potentially hurtful to your client's reputation. What would you do? How does the code guide you with this decision?

Required Essay 3

Tell us about a time you persevered in the face of failure or significant challenges. What problem-solving skills or personal attributes did you use to get through the situation? What did you learn about yourself from the experience? There is a 250 word limit to this essay.

Required Essay 4

Describe an experience you have had with someone from a different background (e.g., racial, ethnic, cultural, religious, socio-economic class, sexual orientation, age, dis/ability) that impacted you either positively or negatively. What happened and what did you learn from the experience? There is a 250 word limit to this essay.

Required Essay 5

Please include anything else about yourself that is not found elsewhere in your application that you feel would be important for us to consider. There is a 250 word limit to this essay.

Reapplication Essay (*Respond to this prompt only if you have applied for admission to the School of Social Work in the past.*)

Describe what you have done to strengthen your social work application since your last application. Include relevant academic, volunteer, employment, and personal experiences. There is a 250 word limit to this essay.

Volunteer/Work Experience Table (in writable pdf application)

We are interested in relevant social service experiences you've had that have informed your decision to become a social worker. There are two tables, the first focuses on volunteer and professional experience(s) for positions that have been longer term (lasted over a period of two months or more), the second table focuses on volunteer and professional experiences that have been short term but you feel are important.

II. Who Can Apply

Applicants for the Social Work major may include Social Work Interest majors, students transferring from other majors such as sociology or psychology, or students transferring from other institutions. All applicants must complete the BA Social Work application (described above) which is reviewed by members of the admissions panel. Transfer students who have completed the Introduction to Social Work course, or equivalent course at another institution, are required to submit a completed reference form from that course instructor. No other references will be accepted. Applicants who are not accepted on their first attempt may apply the following year. There is a maximum of two attempts to apply to the BA program.

Social Work Interest Majors

Students interested in applying to the School of Social Work may declare Social Work Interest through the University's Academic Programs Office at any point during the first 3 years in their academic program but usually when sufficient time remains to complete the program within the normal four-year schedule. Students who have earned more than 72 hours are not permitted to declare Social Work Interest. The student will remain a Social Work Interest major until formal admission to the BA Social Work major or until they exceed 72 hours when they must declare another major to register for classes. Students are expected to enroll in SSW:2222 Intro to Social Work and apply to the major in their sophomore year. Juniors are permitted to apply and if they do so, it is with the expectation that at least one additional summer semester of coursework will be necessary to complete all of the requirements of the major, due, in part, to the sequencing of social work courses.

Transfer students

Transfer students should follow the admissions process delineated above. If a student has taken the introductory level social work course(s) at an institution other than UI, the student shall request a completed reference form from the social work instructor or another instructor from that institution in an allied field (i.e. human services, psychology, sociology). The Transfer Reference Form is found at the end of this document. Submit completed references by email: christy-thies@uiowa.edu or mail/delivery: Christy Thies, University of Iowa School of Social Work, Pappajohn Education Center, Office 124, 1200 Grand Ave, Des Moines, IA 50309.

Upon admission to the College of Liberal Arts and Sciences, transfer students' transcripts are evaluated by Undergraduate Admissions and the Registrars' Office and the student is informed of their remaining general educational requirements by the University's Office of Admissions Degree Evaluation form. Transfer students who have taken an equivalent introductory social work course elsewhere may apply to be reviewed for admission during the annual review period. Previously earned credits which may apply to the major are evaluated by the Undergraduate Program Director on a case-by-case basis for applicability to the Social Work major. Generally, courses earned more than 10 years ago will not be accepted. Transfer students are expected to present a transcript and syllabi of courses for which they are requesting social work course requirement equivalency or waiver. The BA Program Director or Program Administrator meets individually with each student to determine if equivalent course content has been covered. A plan is developed, based upon this review and filed for the student and student's advisor's information. In the case of social work courses, only courses earned in a CSWE-accredited program are considered equivalent, except for the Intro to Social Work course. If sufficient similar course content has been covered, an individual study may be designed or waiver granted but the hours must be taken in social work.

III. Admission Decisions

Review generally takes three weeks and the applicant will be notified as soon as possible. Decisions regarding applicants who are currently enrolled in but have not yet completed the introductory social work course, or for applicants who do not meet the minimum GPA, may be delayed until current semester's grades have been submitted. Effort is made to assure representation of persons underrepresented in social work practice and from a diversity of social, cultural, and economic groups. Diversity includes, but is not limited to, gender, ethnicity, age, religion, sexual orientation, ability, and socioeconomic class.

IV. Records

All admission materials will be retained until the student graduates, at which time they will be destroyed. All materials submitted by a non-accepted student will be retained for two years.

V. Review Procedures

The admission criteria, policies, and procedures are reviewed annually by the Program Administrator. Major changes in policies or procedures are reviewed by the Admissions Committee and reported to the Faculty of the Whole. Questions regarding the Undergraduate Admissions Policy should be directed to the Program Administrator, Kate Kemp, 319-335-1254, or email: kate-kemp@uiowa.edu.

Please read the BA [Admissions Policy and Guidelines](#) for Application before completing this form

The University of Iowa, School of Social Work requests this information for the purpose of evaluating your application for admission. No persons outside the University are routinely provided this information, except for directory information such as name and local address. Responses to items marked "optional" are optional; all other items are required. If you fail to provide the required information, the School of Social Work may lack sufficient information to adequately evaluate your application for admission.

Applications accepted anytime. Admission will be considered for the next possible semester.

Submit completed application materials by email: Christy-thies@uiowa.edu or mail/delivery to: Christy Thies, University of Iowa School of Social Work, Pappajohn Education Center, Office 124, 1200 Grand Ave, Des Moines, IA 50309.

Name:

UI-ID #: 0

If you don't have a UI ID#, leave blank

Applying for the program location:

Des Moines

2-year Full-time

3-year Part-time

This application is for the Des Moines Learning Center only.

If you are interested in another location, please visit the UI SSW [Admissions page](#).

Mailing Address:

City:

State:

Zip:

Cell Phone: ()

Work Phone: ()

Home Phone: ()

Email addresses:

Birth date (optional):

Gender (optional):

Female

Male

Transgender

Other

Cultural Identity (optional): We request this information for reporting demographics to the NASW-Council on Social Work Education. We appreciate your input if you are comfortable. Please tell us how you identify, check all that apply:

African American

American Indian/other Native

Asian/Pacific Islander

Caucasian

LatinX

LGBTQ

International Student

Please note any details about your cultural identity, including any or all cultural characteristics that you are comfortable sharing.

How did you learn about UI's Des Moines BA in Social Work Program?

Have you ever been convicted of a felony or a crime other than a simple traffic violation or PAULA?

Yes*

No

*If you answer yes to this question, please note: Applicants with a criminal history record may not be eligible for social work licensure. For more information, contact the Board of Social Work licensure in the state that you wish to reside and be licensed. (A listing of Boards by state is available online: <https://www.aswb.org>)

ACADEMIC INFORMATION

List College(s) or University(ies) in which you are currently enrolled:

What is your official major?

Are you a participant in the 4-Year Graduation Plan?

Yes

No

Who is your Academic Advisor?

How many Semester hours are you taking now?

Have you applied to the BA in Social Work program in previous years? Yes No If so, when?

If accepted, how many total semester hours will you have earned when you start the program:

If accepted, you will begin your first year (Fall semester) in the Social Work program as: sophomore (30-60 hrs) junior (60-90 hrs) senior (90+ hrs)

Please list all Colleges or Universities in order that you have attended with dates, list current institution(s) first:

Grade point Average *Current Cumulative in semester hours GPA
*for all institutions, including hours through end of the semester most recently completed, using 4.0 scale

University of Iowa Cumulative in semester hours GPA

Transfer from other colleges Cumulative in semester hours GPA

Introduction to Social Work course grade (SSW:2222 or SSW:1022)* Instructor

Year taken * write "in progress" instead of grade if currently enrolled

*Transfer students: if you did not take SSW:2222 or SSW:1022 at the University of Iowa, list equivalent course(s), when and where taken, instructor name(s) and grade(s) received in the course(s). If you are currently enrolled in the course(s), write "in progress" instead of the grade. Please confirm equivalent courses with your academic advisor or UI admissions: 319-335-3500 and ask for an undergraduate admissions counselor or the School of Social Work. Transfer students are required to provide a reference on the attached form from the instructor of the equivalent course or from an instructor in an allied field (i.e., human services, psychology, sociology).

ESSAYS

These essays are your opportunity to help us understand more about you, who you are, and what you hope to accomplish as part of our School of Social Work and in your career.

Instructions for writing your essay

There are five required essays for all applicants, an optional essay, and one reapplication essay required for students who have previously applied to the School of Social Work.

Each essay identifies a maximum number of words allowed per response. It is your responsibility to limit your responses to no more than the limit, including spaces and punctuation, for each question.

The accuracy and quality of writing in this statement will be evaluated as evidence of the Candidate's potential for professional written communication.

- Compose your statements in a word-processing program to take advantage of spelling and grammar tools, as well as character counter.
• Once you are satisfied with your essay, save them and paste them into the space provided on the writable pdf. Proofread once more to make sure no odd characters or line breaks have appeared.

If you are reapplying to the School of Social Work, your responses should be different from those previously submitted. The admissions committee will review your prior application and statements.

Please answer the following in essay format.

Required Essay 1

We are interested in how you selected social work as your academic and career path. Reflect on things you have done or experienced that have helped you make an informed decision to pursue a social work career. **400 word limit to this essay.**

Required Essay 2

Choose **one** of the following ethical situations and write how you would respond. Discuss how your response is congruent with the [Social Work Code of Ethics](#). Be sure to cite the code and how it applies to your response. **250 word limit to this essay.**

- You notice that you and one of your clients have mutual friends on social media. You and this client recently started discussion about termination. The client is requesting permission to connect and communicate with you through one of your personal social media accounts, such as a "Friend" request in Facebook." What would you do? How does the code guide you with this decision?
- You are in a social setting and your friend starts gossiping about one of her co-workers. This co-worker is one of your clients and the gossip is around issues that your client is dealing with during therapy sessions. This "making fun" gossip is potentially hurtful to your client's reputation. What would you do? How does the code guide you with this decision?

Required Essay 3

Tell us about a time you persevered in the face of failure or significant challenges. What problem-solving skills or personal attributes did you use to get through the situation? What did you learn about yourself from the experience? **250 word limit to this essay.**

Required Essay 4

Describe an experience you have had with someone from a different background (e.g., racial, ethnic, cultural, religious, socio-economic class, sexual orientation, age, dis/ability) that impacted you either positively or negatively. What happened and what did you learn from the experience? **250 word limit to this essay.**

Required Essay 5

Please include anything else about yourself that is not found elsewhere in your application that you feel would be important for us to consider. **250 word limit to this essay.**

Reapplication Essay (*Respond to this prompt only if you have applied for admission to the School of Social Work in the past.*) Describe what you have done to strengthen your social work application since your last application. Include relevant academic, volunteer, employment, and personal experiences. **250 word limit to this essay.**

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification that deprives the person of consideration as an individual. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information <https://diversity.uiowa.edu/office/equal-opportunity-and-diversity>, (319) 335-0705.

Individuals with disabilities are encouraged to attend all University of Iowa-sponsored events. If you are a person with a disability who requires a reasonable accommodation in order to participate in this program, please contact School of Social Work Student Services Center at ssw_office@iowa.uiowa.edu or phone: 319 335-1250.

If you have questions about this form, email: ssw-admissions@uiowa.edu or call: 319-335-1250.

SOCIAL SERVICE EXPERIENCE

We are interested in relevant social service experiences you've had that have informed your decision to become a social worker. There are two tables, the first focuses on volunteer and professional experience(s) for positions that have been longer term (lasted over a period of two months or more), the second table focuses on volunteer and professional experiences that have been short term but you feel are important.

Table 1. List your volunteer and professional experience for positions **that lasted over a period of two months or more**, starting with the most recent. You may include another sheet.

Name of Service Organization	Phone No.	Is/was this a paid position?	Did you receive course credit?	Time spent (e.g., 10 hrs per week; 5 hours per month)	Name of Supervisor	Dates of Services Mo/Yr – Mo/Yr	Briefly describe your tasks.
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				

Check here if there is another sheet attached.

SOCIAL SERVICE EXPERIENCE for short term positions

Table 2. List your short term experiences that made an impact in your career direction, starting with the most recent. These experiences occurred **in one day or during a time period that does not exceed two months**. You may include another sheet.

Name of Service Organization	Phone No.	Is/was this a paid position?	Did you receive course credit?	Time Spent (e.g., 10 hrs per week; 5 hours per month)	Name of Supervisor	Dates of Services Mo/Yr – Mo/Yr	Briefly describe your tasks.
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				
		Yes / No	Yes / No				

Check here if there is another sheet attached

List other activities and offices that you have held (designate high school/college/other):

This form is required and accepted **only for transfer students** who completed the approved introductory level social work class or equivalent class(es) at a school other than The University of Iowa. No other recommendations will be reviewed. The form should be completed by the instructor of the introductory course, an instructor from an allied field (i.e., human services, psychology, sociology), or highest level SW course if currently admitted to another SW program.

APPLICANT must complete this section in full:

XApplicant's Name (Type/Print) _____ UI ID#, if known, or leave blank: _____

XEmail addresses _____ phone: _____

XPrint your reference's name: _____

You should provide a copy of this form to your instructor, **with this section completed, including your signature.**

For the convenience of the person completing this form, you should provide a stamped envelope addressed to the School of Social Work, alternatively, this form may be faxed, (address and fax # on the back). **Your signature is required on this form.**

Under the Family Educational Rights Act of 1974, students are entitled to review their records, including letters of recommendation. It is your option to waive your right to review this recommendation, or you may decline to do so. If you waive your right to review your recommendation forms, these evaluations will be considered confidential by The University of Iowa and **will not be available** for your inspection or released to any third party. (Note: Applicants **not** approved for admission have **no** access to their file). Please mark the appropriate statement below, indicating your choice of options, and sign your name. Your choice has no bearing on admission decisions.

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

XApplicant's Signature (REQUIRED): _____ Date: _____

(Typed signature is ok) Applying to Center: Des Moines

REFERENCE WRITER complete this section, pages 1 and 2:

You have been asked to complete an evaluation of the above named individual who is applying for admission to The University of Iowa School of Social Work in order to earn a BA in Social Work degree. Your candid opinion will help us evaluate their application. Your comments will be confidential if the applicant has waived rights of review. All recommendations are destroyed once an applicant has matriculated. (Note: Applicants **not** approved for admission have **no** access to their file).

1. In what capacities have you known the applicant? Professor/SW class Academic Advisor Volunteer Supervisor
 Other _____ How long have you known the applicant? No. of Yrs? No. of Months?.

2. Please rate the applicant's academic and professional behaviors:

		Exceptional (Top 5%)	Superior (Top 10%)	Good (Top 25%)	Average (Top 50%)	Below Average (Bottom 50%)	Not Observed
1.	Capacity for accepting diversity						
2.	Classroom performance: attendance						
3.	Classroom performance: respectful contributions						
4.	Oral communications						
5.	Written communications						
6.	Openness to learning with capacity to change						
7.	Interpersonal skills: ability to work with classmates						
8.	Interpersonal skills: ability to work with faculty						
9.	Volunteer work: attendance						
10.	Evidence of growth/self-awareness in volunteer work						
11.	Completion of volunteer hours						
12.	Behaviors reflecting social work values and ethics						
13.	Maturity/Emotional Stability						

BA in Social Work Reference form cont.

3. Does the Introduction to Social Work (or Human Services) course that this student took require a volunteer or service learning component?
 Yes No

4. If on the previous ranking you rated the applicant particularly high or particularly low on any item, please comment.

5. Success as a social worker requires intelligence, maturity, sound judgment, compassion, self-awareness, adaptability, a sense of responsibility and resourcefulness. Please assess the applicant's academic and professional promise within this context. We would appreciate any additional comments as well as specific examples of the applicant's experiences as they reflect a desire and ability to enter the profession of social work. You may attach a separate letter, however, not required; your notes on this form will be considered adequate.

6. Please check one:
_____ I recommend highly.
_____ I recommend.
_____ I recommend with reservations.
_____ I do not recommend.

Reference Writer Signature _____ Date _____

Name (print or type) _____

Title _____ Organization _____

Address _____

Phone _____ email _____

Please print applicant's name: _____

Thank you for submitting this reference as soon as possible. Applications accepted anytime. Admission will be considered for the next possible semester.

SEND COMPLETED FORM TO:
or mail to arrive by the deadline:

christy-thies@uiowa.edu (email preferred)
Christy Thies
The University of Iowa School of Social Work
Pappajohn Education Center, Office 124
1200 Grand Ave
Des Moines, IA 50309

Goals of the BA Program

The BA program prepares undergraduate students to function as active and informed citizens with a liberal arts perspective. It advances their careers in social work practice by preparing them for:

- Beginning professional social work practice as generalists
- Graduate study in social work or allied professions

The goals of the program are to prepare students for employment in public and private social services in home and community-based settings such as public welfare, child welfare, health, mental health, elderly services, and corrections; to prepare students for informed community participation in social welfare issues; and to provide a base for graduate study in social work or allied professions. The resources of the University, including its faculty, challenge students to excel academically, think analytically, and apply theory to practice, thus enhancing their readiness for continued education at the graduate level.

The BA Program has a strong base in the values and ethics of the social work profession and has a strong liberal arts focus. The research mission of the University exposes students to faculty research and to analytic and scientific ways of thinking. The School's position in the University strengthens its liberal arts focus by drawing not only on the social work curriculum, but also on the interdisciplinary resources of the University and the College of Liberal Arts and Sciences. BA students must complete the general education requirements which help them to develop the knowledge, attitudes, ways of thinking, and means of communication that are characteristic of a broadly educated person. As they complete these requirements, students gain an understanding of their own cultural heritage in the context of other cultures and an introduction to expressions of culture such as art, literature, science, history, and philosophy. They are exposed to the methods and limitations of various systems of inquiry, and are encouraged to develop critical thinking skills. Students' knowledge of social, psychological, and biological determinants of human behavior and of diverse cultures, social conditions, and social problems are developed through a required course in human biology and through three required courses in the social sciences: psychology, sociology, and political science. The Program is accredited by the Council on Social Work Education.

Admission to the Social Work Major

The School of Social Work endeavors to maintain a heterogeneous student body by enrolling students who represent diverse backgrounds and cultural perspectives. A limited number of students are admitted to the major each year. The application deadline is February 15. Admission to the program requires: 1) Completion of SSW:1022 Social Justice and Social Welfare in the United States with a grade of C or higher in the first or sophomore year; 2) a cumulative GPA of 2.50 (on a 4.0 scale) at the time of admission. Applicants who do not meet the minimum GPA but demonstrate strengths/potential in other areas may be granted consideration for admission on an individual basis. 3) Completion of an application form and a comprehensive statement prior to the semester for which the student is applying.

For transfer students, all of the above is required, except that substitution of SSW:1022 is permitted with a grade of C or above in a course approved by the department, such as Intro to Social Work or Intro to Human Services. Those who have completed the equivalent of Intro to Social Work at another institution must also submit a completed recommendation form and transcripts. Recommendations and letters of reference will otherwise not be accepted. The School of Social Work Criteria for Selective Admission for BA Social Work is detailed in the [BA Social Work Admissions Policy Statement and Guidelines for Application](#).

The Curriculum

The Bachelor of Arts with a major in social work requires a minimum of 120 s.h., including at least 60-64 s.h. of work for the major (a minimum of 35-38 s.h. in social work courses, 13-14 s.h. in cognate areas, 6 s.h. in one other department or in social work courses, and 6 s.h. in social work electives). Students in the major must maintain a g.p.a. of at least 2.00 in all courses for the major and in all UI courses. They also must complete the College of Liberal Arts and Sciences [General Education Program](#).

Students must complete SSW:1022 Social Justice and Social Welfare in the United States (3 s.h.) to be admitted to the major and before enrolling in the remaining social work courses required for the major. Social Justice and Social Welfare in the United States (SSW:1022) also fulfills the General Education Program's Values, Society, and Diversity requirement. A transfer student may be given approval by the department to substitute this requirement if they have completed an introduction to social work or introduction to human services course at another institution or the UI Guided Independent Study section SSW:2222:0EXZ Introduction to Social Work, however the transfer course would not fulfill the GE requirement. If transferring the course from another institution, the student may be able to reduce the social work credit required for the major by 3 s.h.

Many students use the major's required course BIOL:1140 Human Biology as partial fulfillment of the General Education Program's Natural Sciences requirement.

The major in social work requires the following:

SOCIAL WORK COURSES:

All of these:

SSW:1022	SOCIAL JUSTICE AND SOCIAL WELFARE IN THE UNITED STATES	3 S.H.
SSW:3840	HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT	4 S.H.
SSW:3841	FUNDAMENTALS OF SOCIAL WORK PRACTICE	3 S.H.
SSW:3842	INTERPERSONAL SKILLS LABORATORY	2 S.H.
SSW:3844	INTRODUCTION TO SOCIAL WORK RESEARCH	4 S.H.
SSW:3845	SOCIAL WORK PROCESSES	4 S.H.
SSW:3847	DISCRIMINATION, OPPRESSION, AND DIVERSITY	3 S.H.
SSW:4189	FIELD EXPERIENCE SEMINAR	1 S.H.
SSW:4193	FIELD EXPERIENCE	8-11 S.H.
SSW:4843	SOCIAL WELFARE POLICY AND PRACTICE	3 S.H.

REQUIRED ELECTIVES

Students must complete a minimum of 6 s.h. of social work electives and 6 s.h. of courses in one other discipline or they can select additional course work in social work. If they opt to complete 6 s.h. from another discipline, students typically select courses in areas closely related to social work, such as anthropology, political science, psychology, sociology, and gender, women's and sexuality studies. Students who are working on a minor or a certificate may apply up to 6 s.h. toward this requirement

These:

Social work electives 6 s.h.
Electives in another discipline related to social work 6 s.h.

Or this:

Social work electives 12 s.h

COGNATE AREAS

Natural and social sciences—all of these:

BIOL:1140	Human Biology	3-4 s.h.
POLI:1100	Intro to American Politics	3 s.h.
PSY:1001	Elementary Psychology	3 s.h.
SOC:1010	Introduction to Sociology	3 s.h.

Recommended Course Sequences

The school recommends that students apply in their sophomore year and begin the required courses in the Third Year. Required courses are to be taken in the following sequence. Most social work courses are offered only once each year. Social Work electives may be taken in any semester after completion of SSW:1022

First and Second Years

BIOL:1140	Human Biology.	3-4 s.h.
POLI:1100	Introduction to American Politics	3 s.h.
PSY:1001	Elementary Psychology	3 s.h.
SOC:1010	Introduction to Sociology: Principles	3-4 s.h.
SSW:2222	Introduction to Social Work	4 s.h.

6 s.h. in social work electives may be taken prior to admission to the major

6 s.h. in another discipline (or additional social work electives) may be taken prior to admission to the major

Also recommend completing foreign language requirement during the first two years of coursework and prior to transferring to the UI.

Students accepted into the two-year program will follow the social work sequence of courses below. The number and type of Gen Ed/co-requisite courses to be completed depend upon the requirements remaining for each student to complete the degree.

Fall YR 1	S.H.	Spring YR 1	S.H.	Summer YR 1	S.H.
SSW:3840 Human Behavior in the Social Environment	4	SSW: 3845 SW Processes	4	Gen Ed./co-requisite**	**
SSW:3847 Discrimination Oppression Diversity	3	SSW:3844 Intro to Social Work Research	4	Gen Ed./co-requisite**	**
Gen Ed/co-requisite**	**	Gen Ed./co-requisite**	**		
Gen Ed/co-requisite**	**	Gen Ed./co-requisite**	**		
Total		Total		Total	

Fall YR 2		Spring YR 2	S.H.		
SSW:3841 Fundamentals of Practice	3	SSW:4193 Field	8-11		
SSW:3842 Interpersonal Skills Lab	2	SSW:4189 Field Experience Seminar	1		
SSW:4843 Social Welfare Policy and Practice	3				
Gen Ed/co-requisite**	**				
Gen Ed./co-requisite**	**				
Total		Total			

Students accepted into the **three-year program** will follow the social work sequence of courses below. The number and type of Gen Ed/co-requisite courses to be completed depend upon the requirements remaining for each student to complete the degree.

Fall YR 1	S.H.	Spring YR 1	S.H.	Summer YR 1	S.H.
SSW:3840 Human Behavior in the Social Environment	4	SSW:3844 Intro to Social Work Research	4	Gen Ed./co-requisite**	**
SSW:3847 Discrimination Oppression Diversity	3	Gen Ed./co-requisite**	**		
Gen Ed/co-requisite**	**	Gen Ed./co-requisite**	**		
Total		Total		Total	
Fall YR 2		Spring YR 2	S.H.	Summer YR 2	S.H.
SSW:4843 Social Welfare Policy and Practice	3	SSW: 3845 SW Processes	4	Gen Ed./co-requisite**	**
Gen Ed/co-requisite**	**	Gen Ed./co-requisite**	**		
Gen Ed/co-requisite**	**	Gen Ed./co-requisite**	**		
Total		Total			
Fall YR 3		Spring YR 3	S.H.		
SSW:3841 Fundamentals of Practice	3	SSW:4193 Field	8-11		
SSW:3842 Interpersonal Skills Lab	2	SSW:4189 Field Experience Seminar	1		
Gen Ed./co-requisite**	**				
Total		Total			

Four-Year Graduation Plan

The following checkpoints list the minimum requirements students must complete by certain semesters in order to stay on the University's four-year graduation plan. (Courses in the major are those required to complete the major; they may be offered by departments other than the major department). Admission to the School of Social Work is by application; the four-year graduation plan does not apply to students who are not admitted by their fifth semester. **Before the third semester** begins: at least one-quarter of the semester hours required for graduation.

Before the fifth semester begins: SSW:1022, four courses that can be applied to the major (may include concentration area), admission to the major, and at least one-half of the semester hours required for graduation. **Before the seventh semester** begins: six more courses in the major and at least three-quarters of the semester hours required for graduation. **Before the eighth semester** begins: four or five more courses in the major and finalized field placement. During the eighth semester: enrollment in all remaining course work in the major, all remaining General Education courses, and a sufficient number of semester hours to graduate.

Honors

The School of Social Work has an honors program leading to a Bachelor of Arts with honors in social work. A cumulative grade-point average of at least 3.33 is required for participation in the program, which enables students to do in-depth study in subjects that interest them.

Minor

A minor in social work requires a minimum of 15 s.h. in social work courses, including 12 s.h. in courses numbered 3000 or above taken at The University of Iowa. Students must maintain a g.p.a. of at least 2.00 in all courses for the minor. Course work for the minor may not be taken

pass/non-pass. The minor requires that students take SSW:1022 Social Justice and Welfare in the United States or SSW:2222:0EXZ (042:022) Introduction to Social Work (or for transfer students, an equivalent course from another institution approved by the department). Required social work courses are not available to students who are not admitted to the social work program, with the exception of two courses: SSW:3840 EXW Human Behavior in the Social Environment and SSW: 4843 EXZ Social Welfare Policy and Practice. Consult the [School of Social Work website](#) for guidelines for minor course selection or call 319-335-1250.

7/31/2018

Tips for Writing the Essays of Your Social Work Application

1. In thinking about your life experiences and attitudes that have shaped your interest in the Social Work profession, you might consider such questions as:
 - Who has most influenced my choice of the profession? How did they influence my choice?
 - What life events, both positive and negative, have influenced my choice of the profession? What did I learn from these experiences?
2. Balance the Personal with the Professional. For example, it is appropriate to discuss personal challenges that you have experienced. However, these challenges should be used, for example, to demonstrate how they increased your knowledge or skills, or as a basis for understanding your motivation and commitment to the Social Work program and profession.
 - How have my experiences with persons who are different from me (by color, gender, sexual orientation, age, belief systems, etc.) influenced my choice of the profession?
 - How have my paid or volunteer experiences influenced my choice of the profession? What important lessons about a choice of Social Work as a career did I learn from these experiences?
 - Using the [Code of Ethics](#) of the National Association of Social Workers and its Preamble, how are your values consistent with the Code?
 - What are my strengths and in what areas do I hope to grow as a student in this Program?
 - What issues or experiences have I experienced (or are currently experiencing) that may affect my choice of the profession and/or ability to complete the degree requirements?
 - What are my short term and long term goals as a professional social worker? Do I have special interests in working with a particular problem (such as homelessness, violence, substance abuse, etc) or with a particular population (youth, the elderly, etc.)? How do these interests influence my choice of goals?
3. Because of the word limit of each essay, be selective in the material you present. Obviously you cannot respond to every question posed above; they are questions to ponder as you reflect on what material you will write about.
4. No Bad Grammar Please. The essays will be used to evaluate your written communication skill. Make sure your grammar and spelling are correct. Use topic sentences to begin paragraphs. If you have difficulty with your writing skills, get help from a Writing Lab on-campus. These skills are important not only in writing your essays, they will be invaluable as you write papers for your Social Work courses and as you write reports in the future as a professional Social Worker.
5. Get feedback. Ask someone to read the essays, with directions, and give you critical feedback about its organization and content. Because members of the Admission Committee cannot read and give you feedback about your Essay in advance of your submitting it, other possible feedback might be obtained from other social workers with whom you might have contact in your volunteer placement etc.
6. Do not wait until the night before it's due to write this application! Give yourself time to reflect on the point you want to make. Seek information that you need from books, websites, etc. Write a draft. Sleep on it. Re-write the draft as a polished product. Get feedback. Re-write as necessary to improve the organization or content.