



# School of Social Work BA Admissions Policy and Guidelines

## BA in Social Work Application 2019 - 2020





**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 1, 2018

Dear Applicant:

Thank you for your interest in The University of Iowa School of Social Work. Enclosed are information and application materials for our undergraduate program in social work. Please read this information carefully. If you decide that you are interested in pursuing a bachelor's degree in social work, we suggest that you discuss the social work profession with a member of the social work faculty. We also strongly suggest that you explore what it means to be a social worker through volunteer work. You may find a list of possible volunteer sites online: <http://clas.uiowa.edu/socialwork/resources/volunteer-opportunities>

Applicants are encouraged to discuss their future career plans with an academic advisor. Students who decide to apply to the program may declare their major as "social work interest" (42p). However, students majoring in other disciplines may also apply to the major. In other words, you do not need to be a 42p major to apply to the program. The advantage in declaring 42p is that you will be allowed to participate in the social work student association and school activities. Students who have more than 72 semester hours earned may not declare 42p. You must declare a different major and still make application to the Social Work Program. We change your major to Social Work if admitted. After completing 24 semester hours, social work interest students are assigned to Tiffany Phillips for advising: [tiffany-b-phillips@uiowa.edu](mailto:tiffany-b-phillips@uiowa.edu). If you are not 42p and require academic advising regarding the social work program requirements contact Kate Kemp, Program and Admissions Administrator [kate-kemp@uiowa.edu](mailto:kate-kemp@uiowa.edu), 335-1254 or find our program requirements and materials on our website: <http://clas.uiowa.edu/socialwork/undergraduate-program>.

The BA in Social Work is a professional degree and admission to the program is limited. Your social work interest advisor [tiffany-b-phillips@uiowa.edu](mailto:tiffany-b-phillips@uiowa.edu) or Kate Kemp or I will assist you in understanding pre-admission requirements. The admissions coordinator will assist you with the application process. Generally students apply to the program in their sophomore year after completing SSW:1022:0001 Social Justice and Social Welfare in the United States, or SSW:2222:0EXZ Intro to Social Work. It is possible to apply as a junior and complete the social work courses in three semesters, (the final semester is a summer internship), if most other requirements have already been met. Required social work courses are restricted to students officially admitted to the program.

Please be aware that social work students are only admitted to the program to begin classes in the Fall semester. The application deadline for Fall admission is February 15. The Admissions Committee does not accept late applications.

We are pleased that you are considering a degree in social work. Come learn more at one of our [Open Houses or Info Sessions](#). If you have any questions concerning application requirements, the application process, or to assure that your application is complete, you may contact Tomeka Petersen, the School of Social Work Admissions Coordinator, [ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu), (319)335-1250.

Sincerely,  
*Amy Butler*

Amy Butler,  
Associate Professor and BA Social Work 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://catalog.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 of SSW:1022 Social Justice and Social Welfare in the United States, or SSW:2222 Introduction to Social Work or comparable course(es) taken in another college and approved by the School of Social Work.

#### B. Application deadline February 15th for enrollment in the next academic year.

The application is a writable pdf and begins on page 11 of this document. It includes demographic and academic information, a series of essays and a table of volunteer or work experiences. Students that have taken the introductory level social work course(s) at an institution other than the UI, shall request that instructor to complete the Transfer Reference Form found at the end of this document.

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.

A description of each of the parts of the application follows.

### Demographic and Academic Information

Complete these sections on pages 11 and 12 of this document.

### 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 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 Introduction to Social Work 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 42P (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 42P. The pre-major declaration qualifies students to participate in the Student Association and other activities of the School, but they are not permitted to register for required social work major courses. (Freshman students are advised by The Academic Counseling Center. Social Work Interest students with more than 24 semester hours and until admitted to the major are advised by CLAS Senior Academic Advisor Tiffany Phillips: [tiffany-b-phillips@uiowa.edu](mailto:tiffany-b-phillips@uiowa.edu), 319-335-2487, in W149 Seashore Hall. The BA Program Director and/or Program Administrator confer with these advisors upon request and meet annually with the advising staff to provide updates on social work requirements.) 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:1022 Social Justice and Social Welfare in the United States, or 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, noting the **February 15th deadline** for application. If the transfer student has taken the introductory level social work course at another institution, the student shall obtain that instructor's completed reference form. Substitute references must be pre-approved. The completed reference should be sent to Admissions Coordinator: Tomeka Petersen, UI School of Social Work, 308 North Hall, Iowa City IA 52242 **prior to the February 15th deadline**. The form may be emailed to [ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu) or faxed 319-335-1711.

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**

The applicant will be notified prior to the early registration period in the spring of their acceptance or non-acceptance. 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 the spring 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](mailto:kate-kemp@uiowa.edu).

### 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?
  - 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?
2. 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.
3. 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.
4. 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.
5. 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.

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, in advance at: [ssw\\_office@iowa.uiowa.edu](mailto:ssw_office@iowa.uiowa.edu) or phone: 319 335-1250.

2017

### 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 essays, received by the deadline February 15<sup>th</sup>, prior to the fall semester for which the student is applying. The program of required social work courses begins in the junior year, so applicants are encouraged to apply in their sophomore year, even if they have taken the required introductory course in their first year. The experience and growth that occurs in the first two years, along with exposure to the perspectives learned in the introductory class(es) and cognate area classes, strengthen the application.

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

General Education courses including:

SSW:1022 Social Justice and Welfare in the U.S.	3 s.h.	POLI:1100 Introduction to American Politics	3 s.h.
BIOL:1140 Human Biology	3-4 s.h.	PSY:1001 Elementary Psychology	3 s.h.
6 s.h. in social work electives may be taken prior to admission to the major.		SOC:1010 Introduction to Sociology: Principles	3-4 s.h.
6 s.h. in another discipline (or additional social work electives) may be taken prior to admission to the major.			

When students are accepted and begin the program as **JUNIORS**, the plan for completion of social work courses is:

**Third Year – Fall Semester**

SSW:3840 Human Behavior in the Soc Env.	4 s.h.
SSW:3847 Discrimination Oppression Diversity.	3 s.h.
Social Work elective	3 s.h.

**Third Year – Spring Semester**

SSW:3844 Intro to SW Research.	4 s.h.
SSW:3845 Social Work Processes.	4 s.h.

**Fourth Year – Fall Semester**

SSW:3841 Fundamentals of Social Work Pract.	3 s.h.
SSW:3842 Interpersonal Skills Laboratory.	2 s.h.
SSW:4843 Social Welfare Policy and Practice.	3 s.h.
Social Work elective	3 s.h.

**Fourth Year – Spring Semester**

SSW:4189 Field Experience Seminar.	1 s.h.
SSW:4193 Field Experience.	8-11 s.h.

When students are accepted and begin the program as **SENIORS**, the plan for completion of social work courses is:

**Fourth Year – Summer Semester** -3 s.h. of social work electives may be recommended if student has not taken any prior to this time.

**Fourth Year – Fall Semester**

SSW:3840 Human Behavior in the Soc Env.	4 s.h.
SSW:3841 Fundamentals of Social Work Pract.	3 s.h.
SSW:4843 Social Welfare Policy and Practice.	3 s.h.
SSW:3847 Discrimination Oppression Diversity.	3 s.h.

**Fourth Year – Spring Semester**

SSW:3842 Interpersonal Skills Laboratory.	2 s.h.
SSW:3844 Intro to SW Research.	4 s.h.
SSW:3845 Social Work Processes.	4 s.h.
Social Work Elective	3-6 s.h.

**Fourth Year – Summer Semester**

SSW:4189 Field Experience Seminar.	1 s.h.
SSW:4193 Field Experience.	8-s.h.

### 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 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.

8/31/17

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 evaluation 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.

Return this application form and all necessary attachments to: Tomeka Petersen, Admissions Coordinator, UI School of Social Work, 308 North Hall, Iowa City, IA 52242-1223 or by email: [ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu) by February 15.

Name:

UI-ID #: 0

Applying for the program location: Iowa City

This application is for Iowa City 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:

Birthdate (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.

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



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](mailto:ssw_office@iowa.uiowa.edu) or phone: 319 335-1250.

If you have questions about this form, email: [ssw-admissions@uiowa.edu](mailto: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):

### For Current UI Students

Attach a Grade Report. Your grades report (and current registration) is in MyUI under student records. Please include your name and UI ID#.

The completed BA in Social Work application form including essays and your volunteer/work experience(s) with your signature and date below.

If you completed the introductory level social work class(es) at another institution, an additional requirement is a Transfer Reference Form (see more details below).

### For Students Transferring Into UI

Non-UI students must also apply and be accepted to the University of Iowa College of Liberal Arts and Sciences:  
<https://admissions.uiowa.edu/apply/transfer-student-application-process>

Attach a Grade Report. Include a print-out of current semester registration.

Include the completed BA in Social Work application form including essays and your volunteer/work experience(s) with your signature and date below.

Provide the Transfer Reference Form to instructor of introductory social work courses (see more details below).

**Transfer Reference Form** for students that completed the introductory level social work class(es) at another institution.

Provide Transfer Reference Form to the instructor of the introductory level social work class(es). Please seek the recommendation from the instructor of the highest level SW course you completed. Substitute references must be pre-approved.

NOTE: Recommendation forms and letters will only be accepted in the case where the student has completed the Introduction to Social Work class(es) at another institution.

### Required of specified students upon completion of Spring 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: [ssw-admissions@uiowa.edu](mailto:ssw-admissions@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.

**February 15<sup>th</sup> (4:30pm) is the application deadline.**

**No application will be reviewed if received after the deadline.**

**Student Signature (typed is okay)**

**Date**

Turn in completed application materials by Feb 15th to: Tomeka Petersen, Admissions Coordinator, UI School of Social Work, 308 North Hall, Iowa City, IA 52242-1223 or by email: [ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu) or fax to: 319 335-1711.

To check the status of your application, email: [ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu) or call 319 335-1250.

Students that have taken the introductory level social work course(s) at an institution other than the UI, shall request that instructor to complete the Transfer Reference Form on the next page. The instructor shall send the form to Tomeka Petersen at:

[ssw-admissions@uiowa.edu](mailto:ssw-admissions@uiowa.edu)

or mail to:

Tomeka Petersen, Admissions and Programs Coordinator  
The University of Iowa School of Social Work  
Room 308, North Hall  
Iowa City, IA 52242

or fax to: 319 335-1711

**Transfer Reference Form**  
see next page



