

Name: _____
Last First Middle MyWSU ID# (if available)

Other Last Name(s)

Preferred Name

Address: _____
Street and number City State Postal Code (Country)

Telephone: _____
Home Mobile Work

Email(s): _____ @shockers.wichita.edu

Other _____

APPLICATION COMPLETION INFORMATION

- Complete the Application for Graduate Admission – <https://applyweb.com/wichitas/index.ftl>
 - Attach to the WSU Graduate School Application:
 - Unofficial student transcript(s)
 - Personal Statement: Compose a self-reflective essay that demonstrates your interest and suitability for the MSW program and degree. To ensure impartiality in evaluation, do not include your name or names of particular agencies in the title, body, or at the end of your essay. Suggested length is 4 to 6 typewritten pages, double-spaced, 12-point font. Include the following:
 - ⇒ Personal and professional values and/or beliefs that have led you to consider a graduate degree in social work
 - ⇒ Your special interests for a career in social work
 - ⇒ Experiences with people who are culturally, ethnically, or in other ways different from your own background
 - ⇒ Personal experiences which contribute to your choice of a social work career
 - ⇒ Professional and/or social service experiences which contribute to your choice of a social work career at the master's level
 - This completed application form
 - Three reference entered on WSU Graduate School Application (Advanced Standing applicants should have a licensed social worker for one of the references.)
 - ⇒ Professional reference
 - ⇒ Academic reference (If you have been out of school for some time substitute another professional reference.)
 - ⇒ Personal reference (not a relative or fellow student)

MSW PROGRAM TRACK

Indicate which program you are applying for:

- ☐ Regular program – Undergraduate degree is not in social work or from a CSWE-accredited social work program (Fall semester admission only)
- ☐ Advanced Standing Program – You have a BSW from a CSWE-accredited social work program (Summer term admission only)

Semester/term you plan to begin the program: ☐ Summer (Advanced Standing) ☐ Fall (Regular Program)

Year you plan to begin the program: 20 _____

Applicant must designate full-time or part-time program: ☐ Full time ☐ Part time

EDUCATION AND PROFESSIONAL TRAINING (Attach additional pages if needed.)

Undergraduate Education

Name & Location of College/University	Dates Attended	Major(/Minor)	Degree & Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Cumulative Undergraduate GPA: _____

Graduate & Professional Education and Training

Name & Location of College/University	Dates Attended	Major(/Minor)	Degree & Date
_____	_____	_____	_____
_____	_____	_____	_____

Graduate GPA (if applicable): _____

Field Practicum Experience in Social Work if applicable (agency, nature of work, nature of supervision, hours, etc.)

Distinctions or Election to Honor Societies

LIBERAL ARTS REQUIREMENTS

Complete this section to demonstrate that you have met the liberal arts requirement. Attached transcript(s) will **not** substitute for completing this section. Give course number, title, and year taken.

Humanities - 2 courses (History, philosophy, literature, fine arts, or similar disciplines)

(1) _____ (2) _____

Social Sciences - 3 Courses (Psychology, sociology, political science, anthropology, economics, organizational theory, etc.)

(1) _____ (2) _____

(3) _____

Oral Communication - 1 Course (Speech, interpersonal communication, etc.)

(1) _____

Written Communication - 2 Courses (English, English composition, creative writing, technical writing, etc.)

(1) _____ (2) _____

Human Biology - 1 Course (Anatomy, biological anthropology, etc.)

(1) _____

Analytical Skills - 1 Course (Mathematics, statistics, logic, computer science, etc.)

(1) _____

Human Diversity - 1 Course (Minority studies, women's studies, human sexuality, special populations, anthropology, etc.)

(1) _____

ETHICAL AGREEMENT

I have read and understand the *NASW Code of Ethics* (can be found at <http://www.socialworkers.org>), and I will abide by this code of ethics to the best of my ability. I aspire to learn more about social work's values, knowledge and practice skills throughout my student and professional years. I will seek professional growth through interaction with faculty, colleagues and other assigned tasks in the Wichita State University School of Social Work program. I understand that failure to demonstrate Social Work Ethics in my time in the MSW Program may result in removal from the program.

EXPERIENCE (Attach additional pages if needed.)

List positions starting with most recent. Do not enter social work field placements. Work study or coop education related to social work can be included.

Social Service Experience – Paid Position

Employer: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

Employer: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

Social Service Experience – Volunteer Work

Agency: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

Agency: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

General Experience (other than Social Service)

Employer: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

Employer: _____ Length of Employment: _____ ☐ Full time ☐ Part time

Duties: _____

CRIMINAL BACKGROUND CHECK

Have you ever been convicted of a felony or misdemeanor as an adult? ☐ Yes ☐ No

Has any governmental agency ever substantiated allegations made against you for physical, mental or emotional abuse or neglect, sexual abuse, or exploitation of (1) a child, (2) a resident of an adult care home, medical care facility, psychiatric hospital or state institution for the mentally retarded, or (3) an adult? ☐ Yes ☐ No

If you answered yes to either of the above, please attach an explanation.

Answering “yes” does not automatically disqualify you for admission to the MSW program. However, depending on circumstances, it may affect your ability to be placed in a field practicum, which is necessary to complete the MSW program. Please contact the MSW Program Coordinator if you have any questions.

I understand that prior convictions, diversions or pending charges may affect my ability to be placed in a field practicum which is necessary to complete the MSW program. This means that while you may be admitted to the program, you may not be able to complete the degree if there is something in your background that would prevent you from being placed in a field practicum. Many agencies require background checks. Some criminal charges may affect your ability to be licensed in the State of Kansas.

DISABILITIES / MODIFICATONS

Wichita State University is committed to providing equal access to employment, educational programs, and activities for students with disabilities. The University recognizes that students with disabilities may need accommodations to have equally effective opportunities to participate in or benefit from University educational programs, services and activities and will make reasonable modifications to the environment, policy and practice and/or provide auxiliary aids and services when the Office of Disability Services determines such modifications are needed for equal access.

Reasonable accommodation will be considered and may be made to qualified students who disclose a disability, so long as such accommodation does not significantly alter the essential requirements of the curriculum and the training program, or significantly affect the safety of others.

I also understand, and acknowledge, that it is my responsibility to notify Wichita State University if I am in need of an accommodation. I further understand and acknowledge that it is my responsibility to notify Wichita State University if there is any reason I cannot meet the expectations of the Social Work Program, **with or without reasonable accommodations.**

PRACTICUM INSURANCE

I understand that I may be placed with an agency that requires one or more of the following types of insurance coverage: (a) professional liability, (b) automobile liability, and/or (c) health/medical. **By signing this application, I hereby acknowledge that, if placed with an agency that requires such coverage, I am obligated to obtain, at my sole cost and expense, such insurance and maintain the requisite coverage during the duration of my practicum. I further understand and acknowledge that Wichita State is under no obligation to provide such insurance coverage on my behalf and indeed does not and will not provide such insurance coverage on my behalf.** I may request a practicum placement with an agency that does not require some or all of the above insurance requirements. While Wichita State University will make a reasonable attempt to accommodate this request, I understand and acknowledge that such accommodation is not guaranteed.

I hereby request to be placed in a practicum that does not require the following (*check all that are applicable*):

- ☐ Professional liability insurance in the amount of \$1,000,000 in each instance / \$3,000,000 in the aggregate.
- ☐ Automobile (including liability) insurance
- ☐ Health/medical insurance (including hospitalization coverage)

NOTE:

The NASW Social Work student Professional Liability Insurance can be obtained by members of NASW. To apply for membership online go to <https://www.socialworkers.org/Membership/Membership-Types/Students>.

If you are a member of NASW, Student Liability Insurance application forms can be found at <http://www.naswassurance.org>.

COMPUTER COMPETENCY

Students admitted to the School of Social Work are expected to demonstrate competency with the following computer skills:

1. Word Processing (WORD or Word Perfect preferred - *not Microsoft Works*), with the following formatting skills:
 - a. Setting font size & type
 - b. Setting margins
 - c. Setting line spacing
 - d. Creating headers and footers
 - e. Inserting tables
 - f. Italicizing
 - g. Inserting page numbers - in a header
 - h. Centering text; right and left justification
2. Sending and receiving email with attachments from Shocker email
3. Accessing the internet
4. Student are expected to have familiarity with the following:
 - a. Presentation program (PowerPoint)
 - b. Spreadsheet (Excel)
 - c. BlackBoard
 - d. Presentation software, such as PowerPoint or Prezi

Students **not competent** with the above computer skills **must complete a computer workshop or class** prior to entering the Social Work Program.

I have been informed of the expected computer competency for the Master of Social Work Program. I understand that it is my responsibility to demonstrate competency in the stated skills. **I understand that my grades may be significantly affected by poor application of the above computer skills.**

MSW MANUAL AGREEMENT

I have been advised to read the Wichita State University MSW Program Policy and Student Manual, located at <http://www.wichita.edu/socialwork/msw/manual>. I agree to follow the expectations outlined in that manual throughout the course of my MSW program experience.

I certify that the information on this completed application form is accurate and complete.

Signature of applicant (Type name if submitting electronically.)

Date



MODEL'S RELEASE

I hereby grant **Wichita State University** and/or parties designated by Wichita State University (including clients, purchasers, agencies and periodicals or other printed matter and their editors the right to reproduce, use, exhibit, display, broadcast, distribute and create derivative works from **University-related photographs and/or audio recordings and/or video images** of the undersigned person. This grant includes, without limitation, the right to publish such images and/or audio, with or without my name or with a fictitious name, in the University newspaper, alumni magazine, and/or public relations / promotional materials, and any other marketing and admissions publications, advertisements, fund-raising materials, and any other University-related publication. The images and/or audio may appear in any of the wide variety of formats and media now available to the University and that may be available in the future, including but not limited to print, broadcast, videotape, CD-ROM, and electronic / online media.

I affirm that I am 18 years old or older:

Signature _____ Date _____

Printed name _____

Witnessed by _____ Date _____

If under 18 years old:

I am the parent or legal guardian of _____

I hereby approve the foregoing consent to Wichita State University's use subject to terms mentioned above. I affirm that I have legal right to issue consent.

Signature _____ Date _____

Printed name _____

Witnessed by _____ Date _____

LOCATION:	DESCRIPTION: