The curriculum of the MSW Program is designed to prepare students for advanced level professional practice in social work. The program provides a rigorous intellectual base, an opportunity for effective skill development, and an educational perspective that views human diversity as desirable and enriching to society.

The MSW Program offers:

- Preparation for the advanced practice of social work
- A degree program accredited by the Council on Social Work Education
- Part-time study
- Evening/weekend courses
- Regional field placements
- Advanced standing program for qualifying students with a BSW

The degree program is accredited by the Council on Social Work Education.

Admission Requirements

The MSW Program is committed to diversity in the student body. An applicant for admission as a degree candidate in social work (either full-time, part-time, or advanced standing) must fulfill the general admission requirements of both the Graduate School and the MSW Program prior to admission. The applicant must therefore complete application forms for both the Graduate School and the MSW Program. It is the applicant’s responsibility to make sure that all required application materials have been received. Applications for full-time, part-time, and advanced standing will be reviewed starting February 1. Applications for Advanced Standing must be received by March 31. Full-time and part-time applications must be received by June 1. All application materials must be received by these dates. Full-time and part-time admissions are available only for the fall semester.

The applicant must submit the following to the Graduate School:

- Graduate application form accompanied by the application fee.
- An official transcript from each college or university attended (must include content in liberal arts coursework) sent directly to the Graduate School.

The applicant must submit the following to the School of Social Work:

- An essay of 3-5 typed pages explaining:
  - why he/she wants to be a social worker;
  - why a graduate degree is felt to be necessary to fulfill his/her personal or professional objectives;
  - his/her views regarding diversity in society;
  - a situation in which he/she was the recipient/provider of help, emotionally, socially, or economically, and if/how this situation impacted the desire to pursue an advanced degree in social work.
- A recent resume which highlights social work or human service experience.
- Three letters of reference/recommendation forms (including one from immediate supervisor, if employed).
- A completed Application Checklist.
- Preferred Program Format Form.

In addition, applicants to MSW program must have:

- Undergraduate degree in social work or a related field.
- Minimum GPA of 3.00 in all coursework taken prior to application for admission to the MSW full-time or part-time program.
- Well-balanced liberal arts curriculum.
- Interview with a member of the faculty may also be required.

Admission to the master’s degree program is on a selective basis and is determined by the academic preparation and personal qualifications of the applicant. Intellectual maturity, emotional stability, motivation, and the capacity to work with people are essential qualifications.

Openings for admission are limited, and competition is considerable. Individuals who have the strongest qualifications in terms of the MSW program’s admission criteria are selected for admission. Students admitted to the MSW program must register for courses the same calendar year they are accepted. Students must indicate their intention to enroll by the deadline indicated in the letter of acceptance.

The Advanced Standing option is an accelerated track of the MSW program that is completed in 11 months. Enrollment for the Advanced Standing is highly competitive, and limited to applicants who have excelled in all elements of an undergraduate social work program accredited by the Council on Social Work Education.

Students should indicate their preference for Advanced Standing in their application to the MSW program. The requirements for Advanced Standing include:

- A baccalaureate degree in social work completed within the last five years from a program accredited by the Council on Social Work Education;
- A minimum overall GPA of 3.2 and a minimum GPA in social work courses of 3.5 on a 4.0 scale;
- Demonstration of superior performance in field practicum as evidenced by submission of undergraduate field evaluations;
- For students graduating in May, acceptance will be contingent upon receipt of a final transcript and proof of BSW degree.

Applicants not accepted into Advanced Standing placement will be notified in writing of their option to enter the pool for admission into the full-time or part-time programs.

Applicants should be aware that having a prior felony conviction or prior sanctions for unprofessional conduct may impact future potential for obtaining licensure as well as field placements and social work employment. All individuals applying for a social work license in the state of Ohio are required to submit a criminal records check.

Students are expected to adhere to the program format under which they were admitted. Any changes in this initial admission status will be based on the program’s ability to accommodate the change. Changes must be requested in writing at the beginning of the previous academic year. The Admissions Committee may require an in-person interview at its discretion.

Scheduling of courses depends on the availability of rooms equipped with distance education technology as well as other factors. The days and times courses are offered may vary from year to year. Students enrolled in either full-time, part-time, or advanced standing programs must be prepared to be flexible when the schedule of classes changes.
Transfer Students
An applicant who wishes to transfer from another MSW program must follow the same admission process and meet the same admission requirements as other degree candidates. A formal written request for transfer must be made at the time of application for admission. A maximum of 20 graduate credit hours may be transferred from another program accredited by the Council of Social Work Education. The credits must fall within the six-year time limit for degree completion. A grade of “B” or better is required for transfer credit. The Admissions Committee will determine acceptance of transfer credit. Credit will not be given for work or life experience. Transfer students must submit field work evaluations at the time of application for admission.

Program Requirements
- Complete a minimum of 60 graduate credits of approved courses in social work with an average grade of “B” or better on all classroom courses and satisfactory grades in all field courses. Students must register only for 600-level courses.
- Complete an approved program of courses which include the following required courses:

Full Time Program
First Year Professional Foundation
Fall Semester
- 7750:601 Foundation Field Practicum (3 credits)
- 7750:605 Social Work Practice with Small Systems (3 credits)
- 7750:622 Fundamentals of Research I (3 credits)
- 7750:631 Human Behavior & Social Environment: Small Social Systems (3 credits)
- 7750:646 Social Welfare Policy I (3 credits)

Spring Semester
- 7750:602 Foundation Field Practicum (3 credits)
- 7750:606 Social Work Practice with Large Systems (3 credits)
- 7750:647 Social Welfare Policy II (3 credits)
- 7750:623 Fundamentals of Research II (3 credits)
- 7750:632 Human Behavior & Social Environment: Large Systems (3 credits)

Second Year Concentrations (Direct Practice)
Fall Semester
- 7750:603 Advanced Field Practicum (3 credits)
- 7750:607 Advanced Practice with Small Systems I (3 credits)
- 7750:611 Dynamics of Racism & Discrimination (3 credits)
- 7750:663 Psychopathology & Social Work (3 credits)
- One elective (3 credits)

Spring Semester
- 7750:604 Advanced Field Practicum (3 credits)
- 7750:608 Advanced Practice with Small Systems II (3 credits)
- 7750:675 Program Evaluation (3 credits)
- Two electives (6 credits)

Second Year Concentrations (Macro Practice)
Fall Semester
- 7750:607 Advanced Practice with Small Systems I (3 credits)
- 7750:603 Advanced Field Practicum (3 credits)
- One elective (3 credits)

Spring Semester
- 7750:608 Advanced Practice with Small Systems II (3 credits)
- 7750:604 Advanced Field Practicum (3 credits)
- 7750:675 Program Evaluation (3 credits)
Concentrations (Macro Practice)
Fall Semester (Third Year)

- 7750:611 Dynamics of Racism & Discrimination (3 credits)
- 7750:674 Community, Economic Systems & Social Policy Analysis (3 credits)

Spring Semester (Third Year)

- 7750:671 Social Work Administration (3 credits)
- One elective (3 credits)

Fall Semester (Fourth Year)

- 7750:672 Community Organization & Planning (3 credits)
- 7750:603 Advanced Field Practicum (3 credits)
- One elective (3 credits)

Spring Semester (Fourth Year)

- 7750:673 Strategies of Community Organization (3 credits)
- 7750:675 Program Evaluation (3 credits)
- 7750:604 Advanced Field Practicum (3 credits)

Advanced Standing Program

Direct Practice Concentration
Summer Semester

- 7750:650 Advanced Standing Integrative Seminar (6 credits)

Fall Semester

- 7750:611 Dynamics of Racism & Discrimination (3 credits)
- 7750:663 Psychopathology & Social Work (3 credits)
- 7750:607 Advanced Practice with Small Systems I (3 credits)
- 7750:603 Advanced Field Practicum (3 credits)
- One elective (3 credits)

Spring Semester

- 7750:675 Program Evaluation (3 credits)
- 7750:608 Advanced Practice with Small Systems II (3 credits)
- 7750:604 Advanced Field Practicum (3 credits)
- Two electives (6 credits)

Macro Practice Concentration
Summer Semester

- 7750:650 Advanced Standing Integrative Seminar (6 credits)

Fall Semester

- 7750:611 Dynamics of Racism & Discrimination (3 credits)
- 7750:672 Community Organization & Planning (3 credits)
- 7750:674 Community, Economic Systems & Social Policy Analysis (3 credits)
- 7750:603 Advanced Field Practicum (3 credits)
- One elective (3 credits)

Spring Semester

- 7750:671 Social Work Administration (3 credits)
- 7750:673 Strategies of Community Organization (3 credits)

Testing Out Policy

In order to avoid duplication and redundancy of course content during the foundation year, the MSW Program allows students the opportunity to test out of the following courses:

- 7750:631 Human Behavior & Social Environment: Small Social Systems
- 7750:646 Social Welfare Policy I
- 7750:622 Fundamentals of Research I

Students wishing to test out of one or more of the above courses must notify the MSW Program Director at least three weeks prior to the start of the semester in which the course is normally taught. The proficiency exam must be taken prior to classes starting in that semester. There are no fees or penalties associated with taking these exams, however, each exam may be taken only once.

Additional information about the MSW Program may be obtained from the School of Social Work.