Each student who desires to major in social work at UNT must make a formal application for admission. Enrollment in some upper level social work courses is restricted to majors only, so admission typically occurs late in the sophomore year or early in the junior year. Students may apply during the semester in which they will complete the required three pre-major courses. The application process requires that students request a Degree Audit from the Advising Office in the College of Health & Public Service by completing the form (located in Chilton Hall, Suite 289). It will take 2 full business days to process this request and then students will return to pick up their Degree Audits. You will also find attached an initial Semester-by-Semester Plan indicating any remaining core courses, or minor/elective requirements needed to graduate.

Students should then immediately report to the Department of Social Work (Chilton Hall, Suite # 218) or call the Department (940-565-3437 or 940-369-7526) to request an assigned Social Work Professional Advisor. The student will be randomly assigned an Advisor and the contact information (name, email & phone number). Students are advised to contact their assigned Professional Advisor as soon as possible to set up an appointment for consultation regarding all social work program requirements. The student must bring both the Degree Audit and the initial Semester-by-Semester Plan to their confirmed appointment with the Professional Advisor. During the appointment, the Advisor will address such issues as program expectations, sequencing, the profession and internship. In addition, the Advisor will determine if potential students are far enough along with core courses, electives, and minor – to apply to the program.

Please understand that the number of students admitted to the program may be restricted due to a limited number of available slots for each “class” or “cohort.” If the number of qualified students applying to the program exceeds the number of available slots in a given semester, only the highest ranking candidates will be admitted. Your ranking will be determined by an Admissions Committee of the social work faculty based upon the following criteria:

1. Overall Grade Point Average, with a 2.25 minimum.
2. Performance in the pre-major and other social work courses, including grades, attendance, behavior, demeanor, faculty feedback and quality of written work. Pre-major courses include:
   SOCI 1520 (will phase out effective fall 2018)
   SOWK 3000 (new course to replace SOCI 1520)
   SOWK 1450, Introduction to Social Work;
   SOWK 2430, Policies, Issues and Programs in Social Welfare;
3. Applicant’s personal statement in response to the required questions listed on the cover sheet. Students must answer each component of the questions in as much detail as appropriate (recommend 4 pages double-spaced).
4. Applicant’s demonstration of beginning level competence in interpersonal skills and self-awareness, including the ability to interact in positive, respectful, effective, and appropriate ways with faculty, staff and other students and of the impact of one’s own behavior on others. These competencies can be demonstrated in interactions with faculty and students inside and outside of classes and during faculty interviews with the student.
5. Applicant’s demonstration of responsible behavior in relation to meeting program and course requirements, including timely submission of high-quality work, arriving to class on time, attending class, not leaving class early, using appropriate means for self-advocacy, keeping appointments, and developing and adhering to an approved plan of study.

Note your application is for a particular time period. If you are admitted to the program and choose not to begin the program as set out in your Semester-by-Semester plan, you must reapply. Acceptance for a particular cohort cannot automatically be transferred to another. Applications submitted during the fall semester will be used to admit for the following spring semester and applications submitted during the spring semester will be used to admit for the following fall semester. Applications are not accepted during the summer.
An interview with social work faculty may be required of applicants. Students will be notified if an interview needs to be scheduled. Students may submit letters of recommendation/support if they choose, but these are not required unless the student is transferring advanced social work credit hours from another social work program. In that case, a positive letter of recommendation from that program is also required. Note that applicants without a Bachelor’s Degree have a higher admission priority than applicants who already have a degree; so the program is likely unable to accept students who already have a degree.

**The application deadline is typically approximately 30 days after the beginning of the spring or fall semesters.**

Social work faculty review applications for admission. The student’s performance in relation to all of the criteria will be taken into consideration. The faculty as a whole will make a recommendation concerning each student’s formal admission to the program. The student will be assigned to one of the following statuses:

1. **Unconditional Admission:** The student has satisfactorily completed all requirements for admission and is ranked high enough to be placed in one of the vacant slots in the program. *(Because of the need to maintain a responsible faculty-student ratio, the number of slots available for new admissions may be limited.)*

2. **Conditional Admission:** The student has substantially met the requirements for admission, with one or more of the following deficiencies:
   
   a) The student has not completed all the pre-major courses, but will have completed them by the end of the semester in which they are enrolled at the time of application.
   b) The student has a GPA which falls slightly below the minimum requirements for admission, but recent work indicates that it will be above the minimum by the end of the semester in which they are enrolled at the time of application.
   c) The student has received a grade of “D” in no more than one social work course and the student is in the process of repeating that course. The grade must be raised to at least a “C” by the end of the semester in which they are enrolled at the time of application.

Upon completion of the requirements, the student’s status will be changed from “conditional” to “unconditional” automatically; the student will not be required to reapply for admission. **If the student fails to rectify the deficiencies within the time frames noted, s/he will be required to reapply for admission.**

3. **Denial of Admission:** This status is given to applicants who do not meet the requirements for admission, have substantial general education deficiencies, and do not show evidence of the potential to meet those requirements by the time frames specified above. This status shall also be given to applicants who meet the minimum requirements for admission but whose ranking by the faculty falls below that required to place them in one of the available slots in the program. Students who are denied admission to the program will be assisted in accessing student services for the exploration of other career options from the advising office. Students may however, reapply to the social work program. Students will receive written notification of the status of their application as soon as possible after the deadline for applications.

While generally not a reason for denial of admission to the UNT’s social work program, a criminal history could preclude you from obtaining State Licensure, being permitted to work in certain agencies as an intern, or being hired in certain agencies after obtaining the BSW. It is your responsibility to obtain relevant information concerning the impact a criminal record could have on your ability to be a Licensed Social Worker.

**If you have any questions about these procedures or your status in the program, contact your Social Work Professional Advisor. If you do not have an advisor yet, you may contact any social work faculty member.**
APPLICATION FOR ADMISSION TO THE UNT SOCIAL WORK PROGRAM

Cover Sheet
(This page may be handwritten)

Name of Applicant: ____________________________ Date of Application: ________________ Student ID #: ________________________

Full Mailing Address: _______________________________ UNT Official Email: __________________________ Alternate Email:_____________________

Home Phone: ____________________________ Cell Phone: __________________________ Work Phone: __________________________

Have you taken social work courses at another college/university?  Yes ____ No ___

If so, where, what courses, grades received, and number of credit hours transferring to the UNT?

(Note, applicants transferring advanced social work hours are required to have a reference letter from a faculty member at the other social work program institution)

Overall Cumulative GPA: ____________________________ Includes transfer hours as indicated on Degree Audit

Anticipated Graduation Date According to Your Semester-by-Semester Plan

Anticipated Practicum Semester According to Your Semester-by-Semester Plan

Pre-Social Work Courses and When Completed

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Name</th>
<th>Where Taken/Date</th>
<th>Grade</th>
<th>Enrolled now?</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI 1520 or SOWK 3000</td>
<td>Social Problems</td>
<td></td>
<td></td>
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<tr>
<td>SOWK 1450</td>
<td>Intro to Social Work</td>
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<tr>
<td>SOWK 2430</td>
<td>Social Welfare Policy</td>
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</tbody>
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Please attach your typewritten Personal Statement to the following questions:

Students should be aware that both the content (completeness, depth of thought, clarity of expression) and the format (grammar, punctuation, spelling, neatness) of the responses will be taken into consideration. Students should use this as an opportunity to demonstrate competent writing skills and professionalism.

Address all components to the following questions:

a) Please explain your desire to enter the social work field. Why do you want to become a social worker?

b) What personal qualities equip you for the social work profession? Discuss your experiences and feelings about working with populations different from your own.

c) What personal challenges might you face as a future social worker? How will you address those challenges?

d) What significant relationships and life experiences (personal and/or professional) have you had in giving or receiving help that have motivated you to enter the field of social work?

e) What social problem most concerns you? What have you done in the past to support this interest and/or how do you plan to use your social work education to address this issue?

Remember the full application must be submitted by the deadline and include: the Cover Sheet, the written Personal Statement, and attached Semester-by-Semester Plan developed in consultation with your Professional Advisor.

01/30/2018