

George Fox University

BSW Program

Student Handbook



**GEORGE FOX
UNIVERSITY**

2015-2016

School of Social Work
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I. Introduction to the Profession of Social Work

A. Welcome to the School of Social Work

The faculty and staff of the Social Work Program at George Fox University welcome you. GFU offers a Bachelor of Social Work (BSW), as well as a Master of Social Work (MSW) degree. Social work is a challenging and very rewarding profession for those interested in others and are willing to give of themselves. Professional social work requires a high level of emotional and intellectual resources, as well as an acceptance of the values and ethics of the profession. It is our desire that students graduate with the ability to differentiate personal belief systems from their client's beliefs and conduct themselves ethically as generalist social workers, working with diverse and vulnerable populations in a variety of settings.

Within the context of a Christian university, this program is dedicated to providing a community environment where each individual is viewed as unique and valuable with varied gifts and abilities to use in service to others.

This *Student Handbook* is designed to be a program resource guide by acquainting you with the policies of the program, curriculum requirements, information about field practicum, and providing copies of the application and other necessary forms. Please read this manual thoroughly and utilize the information to make your role as a social work student easier. We are available to assist you along the way.

Clifford Rosenbohm
Director, School of Social Work

Christine Saladino
BSW Program Director

Sue Newell
Director of Field Education

Erin Johnson
BSW Field Coordinator

B. The Social Work Major

The undergraduate social work major seeks to prepare students for beginning generalist professional social work practice with diverse populations in a variety of settings, including, but not limited to, individuals, couples, families, small groups, community organizations, and government agencies. Generalist practice emphasizes a working knowledge of micro, mezzo, and macro-level systems as targets of change. Generalist practice is oriented toward analyzing and addressing problems utilizing a wide range of perspectives and skills.

The program courses are designed to include academic social work and field experience requirements within a liberal arts context. This enables the student to work in a variety of social work and social welfare settings, as well as to seek admission into graduate programs. The Bachelor of Social Work program has regional accreditation by the Northwest Association of Schools and Colleges. The program is currently accredited with our professional accrediting body, the Council on Social Work Education.

C. Definition of Generalist Social Work

The Social Work Program defines “generalist” social work for baccalaureate students in the following manner:

“Generalist” social workers must possess knowledge, values, and skills which enable them to:

1. Work with systems of various types and sizes, including but not limited to, individuals, families, groups, communities, and institutions;

2. Work with vulnerable populations with special emphasis on nondiscrimination in regards to race, color, national or ethnic origin, sex, age, marital or veteran status, disability, religion or sexual orientation;
3. Work with persons in various social environments by understanding, applying systemic, and psychosocial practice models;
4. Assume and effectively use several social work roles (including but not limited to advocate, educator, researcher, lobbyist, case manager, etc.);
5. Practice within the NASW *Code of Ethics* and apply professional social work values and ethics to diverse human needs;
6. Think critically, value life long learning, self understanding and apply the impact of research, policy and the law upon social work practice;
7. Effectively use current technologies related to generalist practice (e.g. strengths/needs assessment, intervention skills, documentation, computer skills, research skill, etc.);
8. Develop referral and networking resources consistent with the skills of a generalist social worker.

D. Career Opportunities

A variety of career opportunities are available to students holding a BSW degree. These include, but are not limited to, career opportunities in such fields as:

International Social Work	Victim Support	Mental Health
Human Services	Health Care	Addictions Recovery
Family Services	Child Welfare	Advocacy
Juvenile Justice	Corrections	Policy Development
Disability Services	Community Organization	Ministries
Senior Services	Residential Care	Adoptions

E. National Organization Opportunities

Students are encouraged to join a national social work organization of their choice. Many organizations offer student memberships at discounted rates.

National Association of Social Workers

The National Association of Social Workers (NASW - <http://www.naswdc.org>) is the professional organization for practicing social workers in the United States. It provides leadership on social issues at the national level, supports a wide variety of social legislation beneficial to social workers and their clients, publishes a monthly journal, and is dedicated to encouraging high standards of social work practice. The Oregon Chapter of NASW has several divisions including one that covers the Willamette Valley area. Students are strongly encouraged to join NASW and to attend local meetings.

North American Association of Christians in Social Work (www.nacsw.org)

NACSW equips its members to integrate Christian faith and social work practice. The goal is to provide NACSW members with the ability to tap the resources of faith to provide more effective and faithful social work services.

Latino Social Workers Organization (LSWO – www.lsw.org)

Dedicated to promote the professional development of Latino social workers and to advocate, support, and participate in addressing concerns and issues that impact the Latino community.

National Association of Black Social Workers (NABSW – <http://www.nabsw.org>)

National Association of Black Social Workers is a group founded in the midst of struggles to be a self-determining people. NABSW advocates for social change, justice and human development of African people here in the United States and throughout the world.

II. George Fox University Social Work Program

A. Mission of the George Fox University School of Social Work

The mission of the George Fox University school of Social Work is to prepare graduates for worldwide leadership and service as social work professionals who integrate the values, knowledge, and skills of social work with the highest competence and ethical integrity.

B. Distinctives of the George Fox University Social Work Program

The motto of the George Fox University Social Work Program is “*Scholarship and Service.*” We seek to train students who are interested in studying and working with diverse populations in a variety of social settings. Our goal is for students to graduate prepared for a life of professional generalist social work practice.

The Social Work Program seeks to integrate Christian scholarship within the discipline of social work. Upon completion of the prescribed curriculum the student should be able to demonstrate mastery of the theories, methods, techniques, and values of the social work profession as prescribed by the Council on Social Work Education (CSWE) and the National Association of Social Workers (NASW). The student should be able to integrate their personal faith within the program’s curriculum and understand how this impacts them both personally and professionally. It is the program’s goal that students graduate with the ability to differentiate personal belief systems from their client’s beliefs and conduct themselves ethically as generalist social workers, working with diverse and vulnerable populations in a variety of settings.

Within the context of a Christian university, this program is dedicated to providing a community environment where each individual is viewed as unique and valuable with varied gifts and abilities to use in service to others.

C. Program Goals

The curriculum that prepares students to contribute as generalist social workers reflects the mission and values of George Fox University and the priorities of the Council on Social Work Education. It is structured around five goals and fourteen objectives that direct course objectives, student competencies, course content, process and assignments, and program evaluation.

Goal One: Social work graduates will acquire the social work ethics, values, skills and knowledge needed to analyze and understand the development and interrelationship of diverse world views, issues in social justice, and basic human needs.

Goal Two: Social work graduates will develop the knowledge, skills and values necessary to understand and affect the interrelationship between an individual and his/her environment at macro, mezzo and micro levels.

Goal Three: Social work graduates will understand and effectively work within diverse social contexts, structures and change processes in their practice with communities, organizations, groups, families and individuals.

Goal Four: Social work graduates will understand the interface between personal faith and social work, and understand the Christian world view, as modeled through Jesus Christ, and be able to make appropriate applications to social work practice.

Goal Five: Social work graduates will be prepared for graduate social work education and are expected to be life long learners who take personal responsibility for continued professional growth and development by continuing to improve upon the knowledge and skills required of them as professional social workers.

D. Program Objectives

The following fourteen objectives correspond to the CSWE Educational Policy Foundation Program Objectives and competencies of baccalaureate-level graduates in social work.

1. Graduates will demonstrate an understanding of how social welfare history has affected current social services issues and structures.
2. Graduates will understand the value base of the profession and its ethical standards and principles, and practice accordingly.
3. Graduates will be able to relate personal faith and a Christian world view to professional values and ethical standards.
4. Graduates will demonstrate an understanding of and respect for, the contribution made by diverse ethnicities, cultures and perspectives.
5. Graduates will understand the dynamics of oppression and discrimination and their effect on structures and individuals.
6. Graduates will be prepared to analyze and apply knowledge of social problems and social policy in their work with individuals and systems.
7. Graduates will be prepared to participate in developing policies and services to improve opportunities with systems of all sizes.
8. Graduates will be prepared to develop and implement plans that enhance the well-being of the communities, organizations, groups, families and/or individuals with whom they work.
9. Graduates will be prepared to communicate effectively within diverse contexts and with diverse populations.

10. Graduates will be prepared to apply knowledge of the bio-psycho-social-spiritual variables that affect individual development and behavior to strengthen individual, family, group, institution, and/or community systems.
11. Graduates will be prepared to critically assess their practice and, under supervision, to evaluate the effectiveness of interventions at all levels.
12. Graduates will be prepared to contribute to the organizations within which they function.
13. Graduates will be able to assess research for its application to practice and, with supervision, implement their findings.
14. Graduates will be prepared to engage in ongoing knowledge and skill development to enhance their practice as individual and system change agents.

E. Social Work Program Nondiscrimination Policy

All students who meet the minimum requirements for admission to the Social Work Program at George Fox University as stated in the application for admission are invited to apply, and no student will be denied admission on the basis of race, color, national or ethnic origin, gender, age, marital or veteran status, disability, religion, political affiliation or sexual orientation. All students are expected to be in compliance with the standards set forth in the University Standards of Conduct.

In addition, it is the policy of George Fox University that all employees and students work in an environment where the dignity of each individual is respected. Harassment due to race, color, sex, marital status, religion, creed, age, national origin, citizenship status, political affiliation, workers' compensation status, physical or mental disability, veteran's status, or any other status protected under applicable local, state or federal law is prohibited. Such harassing behavior should be avoided because conduct appearing to be welcomed or tolerated by one employee or student may be very offensive to another employee or student.

Inquiries about the University Nondiscrimination and Diversity Policy may be directed to the University Department of Human Resources.

F. Program Accreditation

Students and parents frequently ask us if the BSW Program is accredited. It is important to understand that there are **two** different types of accreditation that affect the Social Work Program. The first type of accreditation is granted by the **regional** accrediting body known as the Northwest Commission on Colleges and Universities (NWCCU). This regional body reviews entire universities and programs for the Council on Higher Education (CHEA).

A second type of accreditation is **professional** accreditation. Professional accreditation is granted in social work through the Council on Social Work Education (CSWE). The George Fox BSW Program is fully accredited by CSWE and awards the Bachelors in Social Work (BSW) degree upon graduation.

What Difference Does Professional Accreditation Make?

1. State licensure as a Social Worker

In most cases, social work licensure exams can only be taken by students who have graduated from a CSWE accredited program. Oregon currently has certification for a Registered Bachelors in Social Work (RBSW) which generally requires passing a test, submitting transcripts and a background check, and paying a fee. The RBSW designates that you have professional certification versus an academic degree. See the web site for the Oregon Board of Licensed Social Workers <http://www.oregon.gov/BLSW/index.shtml>. When students are seeking employment in states requiring licensure, they will be eligible to do so with their BSW degree from George Fox University.

2. Graduate Training in Social Work

A master's degree in social work has been considered the "terminal" degree in our profession. This means that once a student has completed the master's degree in social work they can hold any position without further formal academic training (i.e. a doctorate is not required for a successful professional career in social work.) Masters level graduate programs usually require a minimum of 63-65 semester credit hours.

Some graduate programs will grant "advanced standing" to students who have completed a CSWE accredited baccalaureate social work degree. "Advanced standing" means that the graduate program can waive a certain number of credit hours from the graduate training. In some graduate programs this may save the student one or, at the most, two semesters of course work. However, not all graduate programs offer "advanced standing."

Other graduate programs may permit the student to pay a fee and attempt to test out of certain courses if they have graduated from a CSWE accredited program. If the student does not successfully complete the exam he/she is not granted any "advanced standing."

G. GFU Social Work Faculty

The people who compose the faculty of the George Fox University BSW Program bring a rich mixture of professional and teaching experience to their tasks. A sample of their experience and interests is noted below.

Clifford Rosenbohm, PhD, LCSW, Associate Professor of Social Work, Director of the School of Social Work and MSW Program Director; (PhD Case Western Reserve University; MSW, Southern Baptist Theological Seminary; BA in Psychology, Louisiana College). Prior to coming to George Fox University Clifford taught at universities in Kentucky. He also has a background in family and youth services with the state of Alaska, worked in Young Life and was an associate pastor. His research focuses on religion and spirituality in social work education at the baccalaureate level. Clifford joined the faculty in 2002.

Christine Saladino, PhD, LMSW, Assistant Professor of Social Work, BSW Program Director; (PhD, Capella University; MSW, University of Central Florida; M.Ed, New Orleans Baptist Theological Seminary; B.S. Southwest Baptist University). Prior to coming to George Fox, Christine spent the last 9 years at Southwest Baptist University. Four of those years she held the position of BSW Program Director, and also held positions as the Instructor/Coordinator of Behavioral Sciences Majors at SBU's Salem, Missouri campus (2006-2009) and Instructor of Sociology at the Bolivar campus (2009-2011). Christine has worked professionally in the areas of medical social work and mental health. She has also

worked in a community hospital, inpatient psychiatric crisis stabilization units, and has done outreach counseling with children and adolescents. She joined the faculty in 2015.

Sue Newell, MSW, Assistant Professor of Social Work and Director of Field Education; (MSW Portland State University; BA Westmont College). Sue joined the faculty in 1998 working as an adjunct professor while working as a child and family therapist in the public school setting. In 1999 she began teaching full time in Sociology and Social Work, as well as directing the Field Education Program. Sue recently returned to GFU after two years of practice in a mental health setting to develop the field education component of our new Master of Social Work Program and to work alongside our growing undergraduate BSW field program.

Erin Johnson, MSW, Assistant Professor of Social Work; (MSW, Salem State College, Salem, MA; BSW, George Fox University). Erin has a background in child and family therapy, parent education and community mental health services. She began as an adjunct professor in 2009, focusing on working with

Rhonda Andrews, LCSW, Associate Professor of Social Work; (M.S.W. University of Hawaii, Manoa, HI; B.S, University of Oregon; A.A., Lane Community College). Rhonda has taught as an Adjunct Professor in the School of Social Work at GFU since 2000, teaching a variety of the BSW required courses. She became fulltime faculty in 2015, teaching in both BSW and MSW programs. Rhonda is a Registered Play Therapist and holds a Post-Graduate Certificate in Adoption Therapy. She also has a private practice, specializing in play therapy and working with adoptive families.

Lizz Schallert, MSW, Associate Professor of Social Work; (M.S.W. Monmouth University, New Jersey; B.S.W, George Fox University). Lizz joined the staff as a part-time associate professor of Social Work after being part of the adjunct faculty for a year, specializing in teaching field seminar, community development and macro practice courses. She has worked as a mental health clinician in the multicultural counseling program at Lutheran Community Services Northwest in Portland, and previously she served as the development and member coordinator for the Portland Central America Solidarity Committee.

Adjunct Faculty

Additional part-time and adjunct professors are contracted, as needed by department enrollments, in their areas of practical and academic expertise.

III. Social Work Curriculum

George Fox University currently offers a Bachelors of Social Work (BSW) degree. A foreign language is not required, however students are encouraged to enroll in a language course of their choice. A minimum of nine semester hours of field practicum is required for social work. Field experience reinforces and challenges the student to apply what has been learned in the classroom while exploring their personal interests and clarifying their professional goals. Program faculty as well as personnel at the site professionally supervises students in field experience. The program has placed students in a variety of local, county, state, and federal settings which serve children, adolescents, families, the homeless, the aged and other populations.

For a full list of General Education requirements for graduation see the University Catalog on line.

General Education Courses Required for a Social Work Degree

PSYC 150 General Psychology 3 hours

An introduction to the scientific study of human behavior. Major topics include the biological bases of behavior, sensation, perception, thinking, learning, memory, emotion, motivation personality, social interaction and abnormal behavior.

SOCI 150 Principles of Sociology 3 hours

An introduction to the study of society, including the study of the shared relationships that create social organization and social processes of society. This course has been selected as a required general education course because it serves as foundation to both disciplines of sociology and social work and is a prerequisite for most of the core requirements for the social work major.

Preferred General Education Courses

All students graduating from George Fox University are required to complete 54 semester hours in General Education. Specific General Education courses are listed below as being preferred for the social work major. Each course has been selected because it provides a sound basis of content that will be necessary in required social work courses.

Social Science ECON 202 Principles of Macroeconomics

This course was chosen because social work is a profession which operates within the political arena, and is greatly affected by political and policy decisions made at all levels of government. Government policies determine whether or not – and which social programs will be funded, who will receive care, and the qualifications of those who will provide social services. The course is an introduction to the macro aspects of the social science concerned with the allocation of resources. Consideration is given to the fundamental principles of the economy as a whole, dealing with economic data, behavior, and theory at the aggregate level of the economy. The course studies topics such as government spending, taxation, and monetary policies, as well as events and issues in the global economy.

Globalization SOCI 310 Cultural Anthropology

This course is a comparative study of world societies and their ways of life. Social workers work with a wide diversity of clientele, co-workers, and other professionals from various cultural and experiential backgrounds. The social work faculty believes that each student will benefit from the greater exposure to cultural differences offered by this course. This course will prove to be supplemental to the content on human diversity provided in every required social work class, and will broaden a student's understanding of humanity.

Core Social Work Courses Required for a Social Work Degree

SWRK 180 Introduction to Social Welfare 3 hours

Serves as an introduction to the philosophy, historical development, and current practices of the social work profession and social welfare in general. Specifically, the knowledge base, values, skills, practices, settings, educational and career opportunities of the profession will be examined. Emphasis upon developing awareness of the scope of the profession using a scientific analytic approach to service delivery and evaluation; relating generalist social work and social welfare systems; economics and social justice; and work with diverse oppressed, and at-risk populations. This course includes community service opportunities and/or social service agency tours. *Required for those majoring in social work and must be taken prior to entrance into the major.*

SWRK 290 Diversity Issues in Social Work 3 hours

Introduces students to diverse populations and helps them understand the different constraints and motivations of people from backgrounds different from their own, providing important lessons for social work practice.

SWRK 331 Human Behavior in the Social Environment I 3 hours

This course is the first of a two semester sequence that provides and seeks to apply a basic framework for creating and organizing knowledge of human behavior during the lifespan stages of conception, infancy, childhood and adolescence and the social environment to situations encountered by generalist practice social workers. Social systems, human development theories and strengths approaches are critically examined to foster understanding of individual, family, group, organizational and community behaviors and the impact of the larger environment on these systems. Special attention is given to the impact of human diversity, discrimination, and oppression on the ability of individuals, families, groups, organizations and communities to reach or maintain optimal health and well-being. *Required for majors. Prerequisites: PSYC 150, General Psychology; SOCI 150, Principles of Sociology.*

SWRK 332 Human Behavior in the Social Environment II 3 hours

This course is the second of a two semester sequence that provides and seeks to apply a basic framework for creating and organizing knowledge of human behavior during the lifespan stages of young adulthood, middle adulthood and later adulthood and the social environment to situations encountered by generalist practice social workers. Social systems, human development theories and strengths approaches are critically examined to foster understanding of individuals, family, group, organizational and community behaviors and the impact of the larger environment on these systems. Special attention is given to the impact of human diversity, discrimination, and oppression on the ability of individuals, families, groups, organizations and communities to reach or maintain optimal health and well-being. *Required for majors. Prerequisites: PSYC 150, General Psychology; SOCI 150, Principles of Sociology.*

SWRK 340 Statistical Procedures 3 hours

Applied statistics for the social and behavioral sciences. Emphasis is placed on statistical logic and decision making. A required course for majors recommended for fall semester of junior year. (Identical to PSYC 340 and MATH 240.) *Prerequisites: SOCI 150 Principles of Sociology and high school algebra. Required for sociology and social work majors.*

SWRK 370 Foundations of Social Work 3 hours

Provides an overview of commonly used social work practice theories and a review of each one's primary focus and linkages among them. *Prerequisite: SWRK 180 Introduction to Social Welfare.*

SWRK 391 Social Work Practice I 3 hours

A study of generalist social work practice with individuals. Micro-level theory, skills, and interviewing techniques are applied to generalist social work. The course will cover theory and techniques of person-centered counseling which are specifically applicable to work with individuals. A prerequisite for Field Practicum I (SWRK 475). *Prerequisites: PSYC 150 General Psychology, SOCI 150 Principles of Sociology, SWRK 180 Introduction to Social Work, and formal admission and acceptance into the Social Work Program. Required for majors. This class is open to declared social work majors only.*

SWRK 392 Social Work Practice II 3 hours

A study of mezzo-level generalist social work practice with families and groups. Attention is given to a systems framework of generalist social work practice, with a particular focus upon assessment and development of appropriate intervention strategies. A prerequisite for Field Practicum II (SWRK

476). *Prerequisites: Social Work Practice I (391). Required for majors. Open to declared social work majors only.*

SWRK 393 Social Work Practice III 3 hours

An overview of generalist social work methods practiced with organizations and communities. Attention is given to assessment, planning, implementation, and evaluation of macro-level systems. A prerequisite for Field Practicum III (SWRK 477). *Prerequisites: Social Work Practice II (392). Required for majors and open to declared social work majors only.*

SWRK 400 Social Work with Children 3 hours

Basic principles of child welfare, with emphasis upon the services for families and children needing various types of support. Focus is on developing a knowledge and understanding of child welfare and supportive services. *Prerequisite: SWRK 180 Introduction to Social Welfare or instructor's permission; required for major*

SWRK 410 Social Work with Vulnerable Adults 3 hours

This course is designed to give students both a basic understanding of the major issues that the homeless and aging populations are facing as well as ways to apply generalist social work skills. There will be focus on mental health issues along with substance abuse and addictions, physical disabilities and aging. Students will look at the underlying components of each and how they affect the individual and family. Students will investigate treatment options and learn interactions with homeless, low income and older adults. *Prerequisite: SWRK Introduction to Social Welfare; required for majors.*

SWRK 440 Social Work Research Methods 3 hours

Provides basic knowledge about research methods as it applies to social work practice. Designed to survey the basic processes of research methodology. Topics include research design, problem formulation, measurement, sampling, data analysis, and ethics in research. This course introduces the theory and application of basic social scientific research techniques, including qualitative and quantitative methods, data collection and statistical thinking. Topics specific to social work such as agency-based research, program evaluation, outcomes evaluation and single-subject design will be emphasized. The use of research as one tool in the professional repertoire of skills available to the social work generalist and evaluation of practice are emphasized. The course is designed to increase students' ability to read for understanding, critically evaluate, and better utilize the social work research literature. At the same time it is designed to prepare students to begin work on the senior research paper/project. This course demonstrates the need for and encourages the use of research in social work practice. *Prerequisites: SOCI 150 Principles, SWRK 340 Statistical Procedures.*

SWRK 460 Social Policy 3 hours

This course provides an in-depth analysis of how human needs and values are translated into social policy on community, national and international levels. Special attention is given to the ways in which values and power interests influence the creation of social policy. Emphasis is placed on the history of social welfare and related policies, the process of policy formation and analysis, and impact of policy on at-risk populations. Implications for generalist social work practice and services will be explored through a variety of class activities. *Prerequisites; SWRK 180 Introduction to Social Work, SWRK 475 Field Practicum I. Required for majors.*

SWRK 475 Field Practicum I 3 hours 150 practicum hours in an agency

Recommended for spring of the junior year. The first course of the field practicum sequence will emphasize micro practice concepts and address orientation to the agency environment; student roles and responsibilities; agency roles and responsibilities; confidentiality issues; nature and process of

supervision; establishing goals and objectives; models of integrating classroom learning with the field practicum; person-in-environment; interviewing techniques; identification of research and policy issues; work with special populations and injustices; process recordings; research methods in the agency; and ethical conduct/NASW *Code of Ethics*. *Prerequisite: SWRK 391 Social Work Practice I. Required for majors. This class is open to declared social work majors only.*

SWRK 476 Field Practicum II 3 hours – 150 practicum hours in an agency

Ideally, SWRK 476 and 477 will occur in a full year practicum during the student's senior year. The second course in the field practicum sequence will build upon knowledge and experience acquired in SWRK 475 and emphasize mezzo practice concepts. Course topics will include work with small groups, families, integrating concepts. Course topics will include work with small groups, families; integrating research and evaluation methods in the field practicum; agency evaluation and analysis; referral processes, work with special populations/injustices; ethical dilemmas; ethical conduct/NASW *Code of Ethics*; agency recording process; and development of a student portfolio of practicum projects and skills. *Prerequisites: SWRK 475 Field Practicum I, SWRK 392 Practice II, and SOCI 340 Statistical Procedures. Required for majors. This class is open to declared social work majors only.*

SWRK 477 Field Practicum III 3 credit hours – 150 practicum hours in an agency

Ideally, SWRK 476 and 477 will occur in a full year practicum during the student's senior year. The third course in the field practicum sequence will provide further depth and integration of theory, classroom learning and experience within the student's field practicum, building on concepts developed in SWRK 476 and emphasizing macro practice concepts. Additional topics will include work with agency boards, communities, governmental systems; implementation of a research project in the agency; community analysis; termination with clients and the agency; addressing social inequities in the student's field practicum; work with special populations and injustices; policy issues; and ethical conduct/NASW *Code of Ethics*. *Prerequisites: SWRK 476 Field Practicum II, SWRK 393 Social Work Practice III and SOC 390 Research Seminar. Required for majors. This class is open to declared social work majors only.*

SWRK 490 Senior Seminar 3 hours

A required course for majors to be taken during the spring semester of the senior year. The course will focus on consolidating substantive knowledge regarding 1) social welfare policies and services, 2) human behavior in the social environment, 3) the structure and function of communities and human service organizations, 4) methods of inducing change across the micro-,mezzo-, and macro-levels, and 5) methods of scientific inquiry necessary to assess human problems and the effectiveness of professional interventions. Focus also will be upon the integration of social theories with faith and learning. *Prerequisite; SWRK 392 Social Work Practice II. Required for majors.*

Social Work Major Course Sequencing

SWRK 180 Introduction to Social Welfare	3
SWRK 290 Diversity Issues in Social Work	3
SWRK 331 Human Behavior in the Social Environ I	3
SWRK 332 Human Behavior in the Social Environ II	3
SWRK 340 Statistical Procedures	3
SWRK 370 Foundations of Social Work	3
SWRK 391 Social Work Practice I	3
SWRK 392 Social Work Practice II	3
SWRK 393 Social Work Practice III	3
SWRK 400 Social Work with Children	3
SWRK 410 Social Work with Vulnerable Adults	3
SWRK 440 Social Work Research Methods	3
SWRK 460 Social Policy	3
SWRK 475 Field Practicum I	3
SWRK 476 Field Practicum II	3
SWRK 477 Field Practicum III	3
SWRK 490 Senior Seminar	3

_____ 51hours Total

Prerequisites:

SOCI 150 Principles of Sociology
PSYC 150 General Psychology

Preferred GE Courses:

ECON 202 Principles of Macroeconomics
SOCI 310 Cultural Anthropology

Preferred Globalization:

SOCI 310 Cultural Anthropology

Typical Class Schedule

Year 1 – Fall Semester			Spring Semester		
Course	Course name	Hours	Course	Course Name	Hours
BIBL 100	Bible Survey	4	SOCI 150	Principles of Sociology	3
WRIT 110	College Writing	3	BIOL 100	Foundations of Biology	3
COMM 100	Intro to Communication	3	SWRK 180	Intro to Social Welfare	3
PSYC 150	General Psychology	3	HHPA 120	Lifelong Fitness	2
GEED 130	Freshman Seminar	1		Options from Gen Ed	3
	Options from Gen Ed	3		Options from Gen Ed	2-3
	TOTAL	17		TOTAL	16-17

Year 2 – Fall Semester			Spring Semester		
Course	Course name	Hours	Course	Course Name	Hours
	Options from Gen Ed	3	HIST	Gen Ed History	3
PHIL 150	Intro to Philosophy or	3	SWRK 290	Diversity Issues in Swrk	3
PHIL 180	Ethics			Gen Ed Literature	3
	Gen Ed Natural Science	3		Gen Ed Bible or Religion	3
	Gen Ed Math	3		Options Fine Arts	3
ECON 202	MacroEconomics	3		Elective	1-3
HHPA	Activity Course				
	TOTAL	15		TOTAL	16-18

Year 3 – Fall Semester			Spring Semester		
Course	Course name	Hours	Course	Course Name	Hours
SWRK 370	Foundations of Swrk Practice	3	SWRK 340	Statistical Procedures	3
SOCI 310	Cultural Anthropology	3	SWRK 392	Social Work Practice II	3
SWRK 391	Social Work Practice I	3		Gen Ed Globalization (Juniors Abroad Option)	3
SWRK 331	HBSE I	3	SWRK 475	Field Practicum I	3
SWRK 400	Swrk With Children	3	SWRK 332	HBSE II	3
	TOTAL	15		TOTAL	15

Year 4 – Fall Semester			Spring Semester		
Course	Course name	Hours	Course	Course Name	Hours
SWRK 440	Research Methods	3	SWRK 393	Social Work Practice III	3
SWRK 460	Social Policy	3	SWRK 477	Field Practicum III	3
SWRK 410	Swrk with Vulnerable Adults	3	SWRK 490	Senior Seminar	3
GEED 490	Senior Capstone: Liberal Arts and Critical issues	3	BIBL or RELI	Fen Ed	
SWRK 476	Field Practicum II	3		Elective	3
	TOTAL	15		TOTAL	15

This is a sample schedule only and is recommended for social work majors. Some courses are offered in just the fall semester or spring semester. Some courses outside of the major are on a two year cycle. Students are responsible for knowing when courses are scheduled and planning appropriately.

Program Admission and Procedures

All students interested in social work as their major **must make formal application** to the BSW Program. The purpose of the formal application process is to help students and faculty be assured of the suitability of a student's decision to choose social work as their major. The social work curriculum generally requires a minimum of five (5) semesters. Students must consider this prior to (1) changing majors and/or (2) transferring from another institution. *Many students expect to complete a baccalaureate degree within four years. In order to complete the social work major within this time frame, the student should submit their application to the BSW Program on or before January 30 of their sophomore year.*

Admission Criteria and Application Process:

Every student must meet the following minimum criteria prior to applying for official admission to the BSW Program. The criteria and application process are as follows:

1. Living in compliance with the University Expectations and responsibilities (found in the University Student Handbook.)
2. Have an overall GPA of at least 2.25.
3. The student must complete the following prerequisite courses; PSYC 150, SOCI 150, and SWRK 180. The GPA for these three courses must be at least 3.0 with a minimum of a C in each.
4. Complete a written program application including the following:
 - a. Values Essay
 - b. Two letters of recommendation, one professional/volunteer, one academic.
 - c. A copy of your professional resume.
 - d. *The Application to Field Practicum*
5. Students may be asked to participate in an interview with the Social Work Admissions Committee. Students will receive a written response about their status of admission. The University Registrar will also be notified when a student is accepted.
 - a. Admission to the program may be “conditional” or “probationary” for one semester. The Admissions Committee must document why these types of admissions are granted and the conditions that must be met before the student may move into unconditional or regular status.
 1. “Conditional” admission may be granted for candidates who lack some minor prerequisite or who are not yet completely certain if the major is an ideal “fit” for them.
 2. “Probationary” admission may be granted for candidates whose overall GPA is below the 2.25 requirement or whose GPA is below 3.0 for PSYC 150, SOCI 150 and SWRK 180.
 3. Students admitted under either of these two classifications will not be able to enroll in field or practice courses until “conditional” deficiencies are resolved and/or the student's overall GPA is raised to 2.25 and GPA in social work courses is 3.0 or above.
 4. Students admitted on probationary or conditional status must resolve any specified deficiencies within the next semester.
 5. Retention in the Social Work Program will be based upon periodic faculty review. George Fox University requires a minimum cumulative GPA of 2.00. Students should be aware however, that most graduate programs require at least a 3.00 cumulative GPA for admission.

All students who meet the minimum requirements stated above are invited to apply, and no student will be denied admission on the basis of race, color, national or ethnic origin, gender, age, marital or veteran

status, disability, religion or sexual orientation. All students are expected to be in compliance with the standards set forth in the University Standards of Conduct.

Social Work Field Practicum Admission Procedure

(Minimum of 9 credit hours and 450 clock hours required)

To be eligible for a social work practicum, students must have completed the Social Work Program formal application process and be accepted to the Social Work Program. The Social Work Program determines eligibility for field practicum based on a specific set of criteria. Below are the requirements that must be met in order to be eligible for consideration for field practicum. Students must submit a *Field Practicum Application* that may be obtained from the Social Work Department office or from the GFU web site.

- 1) Successfully complete the following required courses: PSYC 150, SOCI 150, and SWRK 180 (preferably prior to application to the major) with a 3.0 GPA and a “C” grade or above in each course.
- 2) The student must be accepted into the social work major.
- 3) After a student has been formally admitted, the student must have completed or plan to complete the prerequisites for Field Practicum prior to enrolling for the following courses.

Field Practicum	Course Prerequisites
SWRK 475 Field Practicum I	SWRK 391 Practice I
SWRK 476 Field Practicum II	SWRK 392 Practice II SWRK 340 Statistical Procedures SWRK 475 Field Practicum I
SWRK 477 Field Practicum III	SWRK 393 Practice III SWRK 440 Research Methods SWRK 476 Field Practicum II

- 4) Demonstrate appropriate interpersonal skills and interpersonal adjustment.
- 5) Read and give a written commitment to the *Code of Ethics* of the National Association of Social Workers. Copies are available for purchase in the George Fox University bookstore or may be read on line at www.naswdc.org.
- 6) Complete the social work field practicum admission application by January 30 for a practicum site for fall and spring of the following academic year. The Social Work program field practicum selection committee will review all applications.
- 7) Applicants not meeting the minimum requirements and qualifications of the social work field practicum may request to appear before the field practicum selection committee. This request should be included in the letter accompanying the application. After the field practicum committee completes its review of the applications, each student will be informed, in writing, of the committee’s decision.

Once accepted, the student must attend the **Field Education Fair** (usually held in March).

- a. Students are required to attend a meeting in February for full instructions on the process of Field Fair and interviewing for field placements.
- b. Following field fair, the student will visit their agency of choice with permission from the Director of Field Education.
- c. The Director of Field Education, in consultation with the student, makes the final decision.
- d. No student may explore an agency without permission from the Director of Field Education.

IV. Student Resources

A. Advising

All department majors must be advised by a full-time faculty member who represents the student's declared major; i.e. social work students can only be advised by social work faculty. As potential majors and as developing practitioners, students require and benefit from the assistance and counsel of a department advisor. The goals of advisors include, but are not limited to:

1. Providing role modeling in the area of social work values and professionalism.
2. Assisting students in assessing their aptitude and motivation for a career in social work.
3. Providing academic guidance (e.g. course selection, preparation for practice and serving as a broker to link students to needed services).
4. Providing for regular review of the student's educational performance.
5. Being available to discuss the personal/academic concerns of the student, and serving as a broker to link students to needed services.
6. Referring interested students to a) career services regarding employment and b) graduate school contact information.

Advisors will assist students in meeting all George Fox University and major requirements, but **the student is ultimately responsible** for completing all requirements and for knowledge regarding any and all requirements in general education and the major.

The role of advisor is not a therapeutic one. Faculty does not provide personal counseling to social work majors, since this could easily place faculty in a situation of dual-role conflict. It is department policy to refer students needing personal counseling to other resources. An exception to this involves personal/professional dilemmas a student may experience during field practicum.

B. Student Educational Files

All educational records of George Fox University students are maintained in accordance with the Family Educational Rights and Privacy Act of 1974. Students may refer related questions to George Fox University Student Life office.

Student files maintained by the Social Work Program are kept under double lock. Access to individual student files will be limited to the Social Work Program faculty/staff and the Social Work Program Admissions Committee. Individual social work students may access all information in their own files excluding any personal recommendations that have been denoted for non-release.

C. Graduation Requirements

A student wishing to receive a Bachelors of Social Work from George Fox University must meet the following requirements:

1. Accumulate at least 126 semester hours with a minimum grade point average of 2.00. The GPA is computed on work taken at George Fox University only (for social work this includes 54 general education credits, 51 social work major requirements, 21 elective credits);
2. Accumulate at least 42 upper-division semester hours (courses numbered 300 or above);
3. Complete the general education requirements;
4. Complete a major in a chosen area with no grade below a "C-" in upper-division courses (social work majors must complete all major courses with a "C" or better; general education prerequisites require a cumulative 3.0);

5. Complete at least 30 semester hours in residency (20 hours must be in senior year; 20 of the last 30 hours must be completed at George Fox University);
6. Complete at least 10 hours of one's major in residency;
7. File an Application for Degree form not later than completion of 93 semester hours toward graduation (normally two semesters before expected graduation).
8. Pay in full all accounts at Student Financial Services.

D. Transfer Students

Students who transfer from other institutions must have their complete transcript evaluated by the George Fox University Registrar's office to determine general education equivalencies, and the amount of credit allocated for coursework taken at another institution. If the student has been enrolled in a school of social work accredited by the Council of Social Work Education, up to 18 credit hours of equivalent social work major course requirements may be transferred (with a C grade or above) to the George Fox University social work program from the following list:

SWRK 180 Introduction to Social Welfare	SWRK 290 Diversity
SWRK 331 HBSE I	SWRK 332 HBSE II
SWRK 340 Statistical Procedures	SWRK 440 Research Methods
SWRK 460 Social Policy	

Social work practice courses and field education requirements are expected to be met while attending George Fox University.

All students need to complete the regular application process in order to be accepted into the major. Program acceptance is required for enrollment in SWRK 391 Practice I. Transfer students should contact the director of the Social Work Program prior to the start of fall term to receive their application and to determine the appropriate schedule of classes.

E. Credit for life experience

The Social Work Program does not grant credit for either life or work experience in lieu of any required social work courses or the internship. Students who have completed social work courses at other CSWE accredited programs will have their materials reviewed on a case - by - case basis by the Registrar and Social Work Program Director to determine comparability with CSWE social work requirements.

F. Overseas study and consortium programs

The social work program feels that overseas study and the opportunity to do internships associated with many of the consortium programs is a valuable experience for social work students. These programs can enhance the ability of the student to gain skills working with people from different racial, ethnic, and economic groups.

In certain cases, social work transfer credit (see transfer credit above) may be obtained for coursework taken in another accredited social work program. Field experience and practice courses may be transferred or substituted for those in the George Fox University social work major upon review by the social work faculty.

George Fox University students who wish to attend a consortium program sponsored by the university should make plans early in the sophomore year. Due to the highly competitive nature of the universities

consortium program and the sequencing of classes in social work, students must carefully plan their schedule to meet all requirements. An additional semester or year of study may be required for the completion of the social work program and participation in consortium programs. Consortium plans should be discussed with the students' advisor and as part of the application process for the major.

G. Community Responsibilities

As members of the George Fox University community we remember that our behavior reflects not only on ourselves, but on other members of our community and on our Lord Jesus. Whether we step out into the world around us or interact in our own smaller realm, the things we say and do are a testimony to who we are and whom we serve.

Scripture teaches us that we can exhibit certain attributes by allowing the Holy Spirit to guide our behavior. These attributes include love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control. These fruits of the Spirit (see Galatians 5:22-26) are to be sought, encouraged and demonstrated in our relationships.

Certain behaviors condemned by biblical teaching are not acceptable for members of the George Fox University community. They include theft, lying, all forms of dishonesty, gossip, slander, backbiting, profanity, vulgarity, sexual immorality, drunkenness, immodesty of dress and occult practices. We do not discriminate on the basis of age, gender, race, color, marital status, national origin, disability, or veteran status.

Further explanation of community expectations and responsibilities are found in the George Fox University *Student Life Handbook*.

H. Social Work Program Writing Policy

The George Fox University Social Work Program is strongly committed to ensuring that graduates receiving a social work degree possess competent writing skills. To that end, it is program policy that:

1. All students who receive a grade below B- in Writing 110 (or its equivalent) may be required to earn three credits in Writing 100 or 103 prior to enrolling in Social Work 391.
2. All social work courses will contain assignments requiring students to engage in writing. This may include research papers, article reviews, journals, essay test questions or any other assignment that allows the student the opportunity to demonstrate an appropriate level of writing skill.
3. Correct grammar, punctuation, syntax, organization, and clarity of content, etc. will be one criteria used for grading all writing assignments within social work courses including essay examinations.
4. The university provides writing assistance through the Academic Resource Center (ARC).
5. APA writing style is required by the program. APA learning workshops are offered by the Academic Resource Center.

This is not a complete listing of the policies of George Fox University or the Social Work Program. Other George Fox University policies may be found in the university student handbook.

I. Student Academic Appeal Procedures

George Fox University has established an appeal and grievance policy governing academic matters. This policy defines general rules regarding what issues may be appealed and the procedure to be followed for

filing a grievance. Academic actions can be appealed to appropriate university authorities and an Academic Appeals Board. Appeals are taken to be good faith actions that request reexamination of academic decisions. All appeals must be made within limited time frames depending upon the action being appealed. Additional information is available in the Academic Affairs Office. *See Appendix 'C' detailed description of Appeal Procedures, Grounds for Dismissal, and Grievance Policy.*

J. Program and Course Evaluation

Students have the right and the opportunity to participate in the evaluation of their educational experience. The Social Work Program implements this opportunity through a variety of mechanisms. Each semester students have the opportunity to provide feedback to the university, via evaluation forms, on the quality of the instruction received in every course. Normally, evaluations occur at the end of the semester and within a classroom setting. To ensure greater candor, the results of student evaluations of faculty are not shared with faculty until after grades have been turned in for that semester. The results are maintained in a confidential manner.

K. Student's Right to Organize

Social work majors, in accordance with George Fox University policy, have the right to organize in their own interests in matters concerning academic and student affairs. Students may elect to join the Association of Student Social Workers in order to pursue those interests and concerns.

L. Social Work Club

The social work club is dedicated to meeting the social and professional interests of social work students. The club holds meetings on a regular basis, and programs range from inviting special guest speakers to discuss their profession to purely social activities. The club facilitates volunteer opportunities for students in area social service agencies, and also provides a linkage between students and the Social Work Program. A social work faculty member serves as advisor to the club.

M. Social Work Scholarships and Awards

Scholarship awards are provided each year to recognize outstanding achievement and potential in the field of social work. These awards are given to social work students who demonstrate a high degree of scholastic achievement, participation in social oriented organizations, and contribute to the Social Work Program. Information about scholarships is made available to students the first part of February. Students submit scholarship applications on line during the month of February. Decisions about award recipients are made by the social work faculty and finalized by the university scholarship committee. Those awarded scholarships are notified during the month of March for awards applied to the following academic year.

Appendix





Social Work Program Application Process

Introduction:

All students interested in social work as their major must make formal application to the Social Work Program. The purpose of this formal application process is to help students and faculty be assured of the suitability of a student's decision to choose social work as their major. Social work course work generally requires a minimum of five (5) semesters. Students must consider this prior to (1) changing majors and/or (2) transferring from another institution.

Many students expect to complete a baccalaureate degree within four years. In order to complete the social work major within this time frame, the student is well advised to submit their application to the Social Work Program on or before January 30 of their sophomore year. Transfer students will not be held to the sophomore year deadline, but should see a social work advisor as soon as is feasibly possible.

Admission Criteria and Application Process:

Every student must meet the following minimum criteria prior to applying for official admission to the Social Work Program. The criteria and application process are as follows:

1. Living in compliance with the university expectations & responsibilities (found in the University Handbook).
2. Have an overall GPA of at least 2.25.
3. Completion of the following pre-entry courses: PSYC 150, SOCI 150, and SWRK 180. The GPA for these three courses must be at least 3.0, with a minimum of a 'C' in each.
4. Complete a written program application, including the following:
 - a. Two recommendations (one academic, one professional/volunteer related)
 - b. A copy of your professional resume
 - c. Values Essay – Completed in SWRK 180; transfer students or late applicants must submit with application instructions attached
 - d. A completed *Application to Field Practicum*
5. Students may be asked to participate in an interview with the Social Work Admissions Committee. Students will receive a written response about their status of admission. The University Registrar will also be notified when a student is accepted.
 - a. Admission to the program may be “conditional” or probationary” for one semester. The Admissions Committee must document why these types of admissions are granted and the conditions that must be met before the student may move into unconditional or regular status.

- (1) “Conditional” admission may be granted for candidates who lack some minor prerequisite or who are not yet completely certain if the major is an ideal “fit” for them.
- (2) “Probationary” admission may be granted for candidates whose overall GPA is below the 2.00 requirement or whose GPA is below 3.0 for PSYC 150, SOCI 150 and SWRK 180.
- (3) Students admitted under either of these two classifications will not be able to enroll in field or practice courses until “conditional” deficiencies are resolved and/or the student’s overall GPA is raised to 2.25 and GPA in social work pre-entry courses is 3.0 or above.
- (4) Students admitted on probationary or conditional status must resolve any specified deficiencies within the next semester.
- (5) Retention in the Social Work Program will be based upon periodic faculty review. George Fox University requires a minimum cumulative GPA of 2.25. Students should be aware however, that most graduate programs require at least a 3.00 cumulative GPA for admission.

All students who meet the minimum requirements stated above are invited to apply, and no student will be denied admission on the basis of race, color, national or ethnic origin, gender, age, marital or veteran status, disability, religion or sexual orientation. All students are expected to be in compliance with the standards set forth in the University Standards of Conduct.

Educational & Social Philosophy:

It has been the historic practice of George Fox University to provide equal opportunity in education and employment without regard to race, color, national or ethnic origin, sex, age, or handicap.

The Social Work Program at George Fox University is set within the framework of Christian higher education and aims to provide liberal arts, pre-professional and professional training in a setting that is vitally Christian, intellectually vigorous, socially wholesome, and physically healthful. It is assumed that sound scholarship, Christian faith, and experience are mutually interdependent and meaningful, and that sound education must correlate these in the growing experience of the student.

In accordance with Christian convictions honoring the body as the temple of the Holy Spirit, the George Fox University student community accepts a lifestyle that excludes gambling and the use or possession of non medicinal drugs (including the misuse/abuse of legal prescriptions), alcohol, tobacco, obscene or pornographic articles or literature, and forbids immoral sexual behavior.

George Fox University and the Social Work Program reserve the right to select students on the basis of academic performance and professional qualifications.



GEORGE FOX
UNIVERSITY

Baccalaureate Social Work Program Application

Last Name _____ First Name _____ ID # _____

Present Mailing Address _____

Permanent Mailing Address _____

Cell Phone Number _____

Permanent Phone Number _____

Email Address _____

Along with this application, please attach the following:

- 1. Two recommendations (one academic, one professional/volunteer related)**
- 2. A copy of your professional resume**
- 3. Values Essay – (completed in SWRK 180) Transfer students or students declaring after spring of sophomore year see attached sheet for directions**
- 4. Field Application**

Ethnic Background African American/Other Black (non-Hispanic) American Indian/Native American
 Asian American Pacific Islander Mexican American Puerto Rican
 Other Latino/Hispanic White (non-Hispanic/Caucasian) Other Groups (please specify)

Information submitted with this application will be kept in individual student files under double lock. Access to individual student files will be limited to the Social Work Program faculty/staff and the Social Work Program Admissions Committee. Individual social work students may access all information in their own files excluding any personal recommendations that have been denoted for non-release. The information submitted will be used by the Social Work Program Admissions Committee in making decisions regarding acceptance to and/or continuation in the program and by program faculty for advisement of individual students.

I understand the requirement that all courses in the social work major must be completed with a 'C' or better grade _____ Initial _____

Signature

Date

Please return to: Social Work Program Box 6087, George Fox University, 414 N Meridian, Newberg, OR 97132

**Recommendation Form
George Fox University Social Work Program**

Name of Applicant	Name of recommender completing form
--------------------------	--------------------------------------------

I authorize the person named above to provide an evaluation of me to the Social Work Program at George Fox University.
Top of Form

I hereby waive do not waive my right of access to this information

Applicant's Signature	Date
------------------------------	-------------

Recommender: The above named individual has applied for admission to the Social Work Program at George Fox University. Your assessment of the applicant will assist the Admissions Committee. Feel free to attach a letter with additional comments. We greatly appreciate your assistance in our evaluation of this candidate's application to the BSW Program.

- How long and in what capacity have you known this student?

We are interested in your assessment of the applicant's suitability for generalist social work practice. Using as a base of comparison, other individuals you have known in social work or related fields, please rate the applicant in the following areas:

Top of Form

Characteristics	Exceptional	Above Average	Average	Below Average	Problematic	No Basis for Judgment
Commitment to Serving Others	<input type="checkbox"/>					
Academic Performance	<input type="checkbox"/>					
Critical Thinking Ability	<input type="checkbox"/>					
Intellectual Curiosity	<input type="checkbox"/>					
Self-Awareness	<input type="checkbox"/>					
Verbal Communication Skills	<input type="checkbox"/>					
Written Communication Skills	<input type="checkbox"/>					
Interpersonal/Social Skills	<input type="checkbox"/>					
Respect for Dignity and Worth of Persons	<input type="checkbox"/>					
Dependable and Responsible	<input type="checkbox"/>					

Please check the box that best corresponds with your overall evaluation of this applicant with respect to admission to the BSW Program:

Top of Form

- I do not recommend this applicant for admission to the BSW Program
- I believe this applicant's qualifications are below average, but if admitted, the applicant would greatly benefit from study in the BSW Program.
- I believe this applicant's performances should be comparable to most students, and I recommend this applicant for admission to the BSW Program.
- I believe this applicant has the capability to perform at an above average level, and I highly recommend this applicant for admission to the BSW Program.

Signature _____ Date _____

Name _____ Degree _____

Position _____ Employer _____

Business Address (Street & No.)

City _____ State _____ Zip Code _____

May we call you for additional information? ____ Yes ____ No

Phone _____ Email address _____

Please return to: Social Work Program
George Fox University
414 N. Meridian St
Campus Box 6087
Newberg, OR 97132

Instructions for the Values Essay

If you are in the course or will be in SWRK 180 Introduction to Social Welfare, you will complete this assignment as part of the course requirements. If you are a transfer student or applying late to the program, you will complete and return with your application

This essay serves two purposes: 1) The essay is a demonstration of your ability to apply basic social work concepts and values to your own life experiences. 2) The essay should articulate that the student understands the social work profession.

Requirements:

- This paper is five to six pages in length, double spaced with one inch margins and **includes page numbers**.
- The paper will be your own work with attention to spelling and grammar.
- If you are a social work major, submit **two copies** of the paper to your Introduction to Social Welfare instructor. One copy will be graded for this course and the other will become part of your social work application to the program.

The essay has four parts. Please respond to each section offering social work concepts which are illustrated-use *specific examples* from your life, employment, or volunteer experiences. In other words, balance your knowledge of social work concepts with a picture of who you are and what you believe.

- I. KNOWLEDGE OF SELF (1-2 pages)
Using specific examples, explain how the following points or concepts relate to you and your life: Acceptance, non-judgmental, objectivity, self-determination, confidentiality, and accountability.
- II. UNDERSTANDING PRINCIPLES OF EMPOWERMENT (half page)
Discuss the major tenets of this social work concept. How does empowerment relate to who you are and your beliefs about social work or your chosen career?
- III. SOCIAL WORK VALUES (1-2 pages)
Describe five important personal values and explain how these values relate to the values and ethics of the profession of social work.
- IV. SOCIAL WORK CAREER (1 page)
Explain your reasons for selecting social work as your career. What strengths do you bring in this profession? What are your limitations?
If you are not choosing social work as your career, talk about what field you have chosen -strengths and limitations you bring to the professional field.



Attendance Policy – Social Work Program

Students are expected to attend all classes. Attendance demonstrates commitment to learning and preparation for the profession of social work. The behavior pattern demonstrated in class attendance may be indicative of commitment in a field practicum setting.

If a student is unable to attend a scheduled class session the student is responsible for notifying the instructor in advance by phone, email or written note explaining the need for absence. Absence from twenty percent (20 %) or more of the scheduled class sessions is considered excessive absence. The twenty percent includes all types of absences (illness, sanctioned university events, etc.). Any student who misses more than twenty percent (20 %) of classes in a required social work course will be asked to **drop** the course or will be given a **failing grade** of C- or below.

Appeal Process

If a student wishes to appeal a decision based on the attendance policy the appealing student must submit a written request for an exception to the attendance requirement prior to the drop/passing date to the course instructor and the director of social work. The instructor in consultation with the program director has the authority to deny or grant any such petition.

Class Participation

Students are expected to be active participants in the learning process. Active participants are involved in the class to the extent that they actively listen, react to information, ask pertinent questions, demonstrate understanding, share relevant insights, and contribute to the general learning of the class. *Student attendance and participation is factored into the final grade.*

Class Attendance and Participation are assessed as follows:

- A** - Contributes relevant material regularly, listens intently to others and encourages others to participate. Demonstrates excellent preparation and understanding of material.
- B** – All of the above most of the time or with good preparation and understanding.
- C** – Contributes less relevant or tangential material. Demonstrates interest and some understanding of material. Not actively listening or engaged relevantly.
- D** – Reading/preparation not apparent.
- F** – Comments/attitude detracts from discussion and participation by others.

Attendance is being **on time** and **present**; **participation** is being **prepared** with the reading assignment, for **discussion** and **exercises**. A student is expected to attend **all** classes. It is the **STUDENT'S** responsibility to obtain handouts, assignments, information and notes when class is missed regardless of the type of absence.

I have read the attendance policy and agree to the terms as set forth in this document.

Student Signature

Date _____

Semester Abroad Declaration

I do **not** plan to spend a semester abroad (*please sign at bottom*)

STOP -- you do not need to complete the rest of this form

I do wish to spend a semester abroad
Please answer the following questions:

1. Have you decided on a location for your semester abroad? Yes No

If yes, which program? _____

What semester and year are you planning to apply for? _____
Have you met with the staff of the Global Studies office? Yes No

2. What is the application deadline for your chosen program? _____

Don't know--I need to find out

3. Do you wish to complete your social work internship abroad? Yes No

4. Are you aware that acceptance into global locations with or without a social work internship is a competitive process? Yes No

Print Name _____

Signature _____ Date _____

Application to Field Practicum

Dear Student;

To be eligible for a social work practicum, students must have completed the Social Work Program formal application process and be accepted to the Social Work Program. The Social Work Program determines eligibility for field practicum based on a specific set of criteria. Below are the requirements that must be met in order to be eligible for consideration for field practicum. Students must submit a *Field Practicum Application* that may be obtained from the Social Work Program secretary or from the GFU web site.

- 1) Successfully complete the following required courses: PSYC 150, SOCI 150, and SWRK 180 (preferably prior to application to the major) with a 3.0 GPA and a “C” grade or above in each course.
- 2) The student must be accepted into the social work major.
- 3) After a student has been formally admitted, the student must have completed or plan to complete the prerequisites for Field Practicum prior to enrolling for the following courses.

Field Practicum	Course Prerequisites
SWRK 475 Field Practicum I	SWRK 391 Practice I
SWRK 476 Field Practicum II	SWRK 392 Practice II SWRK 340 Statistical Procedures SWRK 475 Field Practicum I
SWRK 477 Field Practicum III	SWRK 393 Practice III SWRK 440 Research Methods SWRK 476 Field Practicum II

- 4) Demonstrate appropriate interpersonal skills and interpersonal adjustment.
- 5) Read and give a written commitment to the *Code of Ethics* of the National Association of Social Workers. Copies are available for purchase in the George Fox University bookstore and it can be read on line at www.naswdc.org.
- 6) Complete the social work field practicum admission application by January 30 for a practicum site for fall and spring of the following academic year. The Social Work program field practicum selection committee will review all applications.
- 7) Applicants not meeting the minimum requirements and qualifications of the social work field practicum may request to appear before the field practicum selection committee. This request should be included in the letter accompanying the application. After the field practicum committee completes its review of the applications, each student will be informed, in writing, of the committee’s decision.

Once accepted, the student must attend the **Field Education Fair** (held in March).

- a. Students are encouraged to attend the social work club meeting held in early March to obtain further information about field practicum and the Field Education Fair.
- b. Schedule an appointment with the Director of Field Education to discuss potential placements.

- c. The student should fill out the George Fox University Field Experience application including goals and objectives, leaving the agency designation blank until the meeting with the Director of Field Education.
- d. The Director of Field Education, in consultation with the student, places the student in an agency. The Director of Field Education will notify the student of the decision

During registration week, the student should:

- a. Consult their advisor
- b. Finalize internship schedule at the practicum site.

Before leaving for the summer the student should:

- a. Call the assigned Agency Field Instructor to obtain summer readings and make arrangements for any special orientation and training.
- b. Decide when you will begin your practicum (no later than the first week of the semester.)
- c. Plan to contact your Agency Field Instructor at least two weeks prior to the start of the semester to confirm your first day at the practicum.

All students who meet the minimum requirements stated above are invited to apply, and no student will be denied admission on the basis of race, color, national origin, gender, age, marital or veteran status, disability, religion or sexual orientation. All students are expected to be in compliance with the standards set forth in the University Standards of Conduct.



Application to Field Practicum

Name _____ Date _____

Please indicate your intention to complete the required 9 credit hours of Field Practicum Internship:

Spring Junior Year 3 credit hours: _____ (initial) Senior year 6 credit hours _____ (initial)

Code of Ethics: I have read the NASW Code of Ethics _____ Yes _____ No

I agree to adhere to the ethical principles as set forth in the Code of Ethics: Service above self interest, social justice for vulnerable populations, respect for the dignity and worth of person's including understanding of cultural and ethnic diversity, importance of human relationships as a vehicle for change, acting with integrity, and competence in professional knowledge and skills.

Signature _____ Date _____

Do you have any concerns or reservations about compliance with the NASW Code of Ethics?

Placement Information: The following information will not determine admission to field practicum, but may be necessary for appropriate placement of the student in an agency. A student may not contact an agency independently to establish a field practicum without permission from the Director of Field Education. Although the Director will make every effort to honor the student's preferences, the Director of Field Education makes the final decision regarding agency placement. _____ Initial

Transportation – Do you have reliable transportation to your field placement Yes _____ No _____

I understand that I am responsible for the cost of transportation to and from my field placement _____ Initial

Field Practicum Agency Setting – Do you have any preferences in type of agency setting or population? Please list your choices below.

1st Choice _____

2nd Choice _____

Special Accommodations: Are there special accommodations needed to assist you in successfully completing field practicum (e.g. wheel chair access, other adaptive technology)? If this information is documented with the Disabilities Services office, please have them forward relevant information to the Director of Field Education.



GEORGE FOX UNIVERSITY

Questionnaire for Admission to Field Practicum Courses

Instructions: The George Fox University Social Work Program requires all applicants for admission to field practicum to complete the following questionnaire. Falsification or omission of information relevant to these questions may constitute grounds for denying you admission to the program or for termination of your participation in the program if falsification or omission is discovered after your practicum begins.

Further, after you have submitted the questionnaire, while your application is being considered, or while you are a participant in the program, if circumstances occur that would cause you to change any of your responses, you must then inform the Social Work Program Director of the situation.

An affirmative response to questions or the existence of criminal charges, a criminal record, denial or revocation of a license does not necessarily mean that you will be denied admission. You will be contacted to explain the circumstances leading to the affirmative response. The field practicum committee may request further information from the appropriate sources relevant to the issue. If necessary, your consent to acquire this information will be obtained. The information will be considered only as it or they substantially relate(s) to the duties and responsibilities of the program and eventual licensure.

The department will take the information provided into account while determining whether to: a) admit you to the program; b) postpone admission; c) place special conditions on your admission; or d) provide special accommodations. In the event you are denied admission to the program based upon your responses to the questions below, you have the right to appeal that decision. Notice of the grievance procedures is also available in the *Social Work Program Student Handbook*.

NAME _____ SOC. SEC. # _____

1. **Yes No** Have you ever been admitted to, then withdrawn for, or asked to withdraw from, or been dropped from a field placement or practicum?
2. **Yes No** Have you ever been suspended, expelled, placed on probation, or otherwise disciplined by any college or university, or from any program of a college or university other than for academic reasons?
3. **Yes No** Have you ever been convicted of, pled guilty or no contest to, or forfeited bail, or do you have charges pending, for any criminal conduct under law or ordinance, excluding only minor traffic violations?

IF YOU ANSWERED YES TO ANY OF THE QUESTIONS ABOVE, PLEASE ATTACH A LETTER OF EXPLANATION TO THIS APPLICATION.

I hereby certify that the above answers and statements are true to the best of my knowledge. Any false statements or omissions of information may result in denial of admission, or termination of admission to George Fox University Social Work Program field practicum.

Signature of Applicant _____ **Date:** _____



GEORGE FOX UNIVERSITY

Authorization for Release Of Information To:

Field Practicum Agencies

I hereby authorize the faculty of the Social Work Program at George Fox University to furnish any relevant information pertaining to me to prospective field agency instructors as part of the field placement process.

Student's Signature: _____ **Date:** _____

Authorization for Release Of Information To:

Employers and Educational Institutions

I hereby authorize the faculty of the Social Work Program at George Fox University to provide reference information about me to potential employers and educational institutions for the years while I am a student at this campus (or for ten years after I graduate or no longer attend classes). I understand that I have the right to revoke this permission by writing a letter to that effect and sending it to the Chairperson of the Social Work Program. I also understand that I have a right not to sign this form; by not signing this form I understand that the program faculty may not serve as a reference for me to potential employers and other educational institutions.

Student's Signature: _____ **Date:** _____



Criminal Check and Fingerprint Policy

Due to changes in the Oregon Revised Statutes and requests from our various agency practicum sites, the Social Work Program requests all practicum eligible students to participate in a criminal background screening conducted by Certified Background Check (i.e. those involved in SWRK 475, 476, and 477 Field Practicum) prior to their first practicum placement.

Students will be provided a web address and a program code to apply for the background check. This will be completed at the student's expense and is currently \$30. It does not require fingerprinting.

Some agencies *may require fingerprinting* and/or drug testing and further state or federal criminal background check at student expense. Participation by the student is voluntary, subject to the policies of the agency in which they are placed. Since most agencies in which students are placed are subject to the new laws, it may not be possible to place a student who does not give consent or who has a disqualifying record within the parameters established by Oregon statute and agency policy.

The Social Work Program requests a copy of your background check when it is processed and returned to you. This copy will be kept in a confidential file. If any concerns are raised in the report from Certified Background Check, fingerprinting and further state and federal background checks may be required at student expense.

Consent Form

By my signature below I agree to complete a criminal background check through Certified Background Check. The results of the criminal records check will be made available to George Fox University's Social Work Program Director of Field Education, Program Director, and the student. If the student has a disqualifying record, the George Fox University Social Work Program reserves the right to disqualify a student for Field Practicum. If necessary for the protection of vulnerable populations, the Social Work Program may also disclose the disqualification to the agency in which the student is placed, and the administrators responsible for risk management at George Fox University. The Social Work Program will maintain records of the student that are confidential and shall not be disseminated except for the purposes discussed above. A student may appeal a disqualification using the grievance procedure outlined in the George Fox University Social Work Program Student Handbook.

Student Signature _____

Date _____

Grounds for Dismissal, Appeal Procedures, and Grievance Policy

1. The George Fox University Policy on Academic Honesty

It is assumed that you and all other students at George Fox University will endeavor to be honest and of high integrity in all matters pertaining to your university life. A lack of respect and integrity is evidenced by cheating, fabricating, plagiarizing, misuse of keys and facilities, removing books and other property not one's own, defacing and altering property, and disrupting classes.

Cheating is defined as "intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise." It is assumed that whatever work you submit is your own work and is new work for that course. Fabrication is defined as "intentional and unauthorized falsification or invention of any information or citation in an academic exercise or form." Plagiarism is defined as "intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise." One who facilitates any of the above is equally responsible with the primary violator.

Penalties may include restitution, a failing grade on an individual paper or exam, loss of campus position or employment, a failing grade for the course, disciplinary probation, suspension, or dismissal. The Office of Academic Affairs handles academic dishonesty issues in conjunction with the Office of Student Life.

2. Criteria for Possible Dismissal or Termination From the George Fox University Social Work Program

All social work students of George Fox University are expected to abide by the National Association of Social Workers *Code of Ethics*, the Standards of Conduct, as stated in the University catalog, and the Expectations and Responsibilities, stated in the University Student Handbook. Along with these expectations the Social Work Program expects students enrolled in the Social Work Program to comply with the following guidelines:

1. The student shall not destroy or conceal library holdings or other resources needed by others.
2. The student shall not misrepresent himself/herself professionally (e.g. events surrounding an incident involving professional conduct or fabrication of client data pertaining to course or internship assignments).
3. The student shall not misrepresent his/her professional qualifications, education, experience, or affiliations.
4. The student shall not engage in the practice of social work while under the influence of drugs, alcohol, or other chemicals.
5. The student shall not commit breaches of professional confidentiality.
6. The student shall not verbally, physically, or sexually harass, threaten, stalk, etc. patients/clients, colleagues, or supervisors.
7. The student shall not exploit professional relationships for personal gain.
8. The student shall not engage in any form of discrimination on the basis of political affiliation, race, color, gender, sexual orientation, age, religion, national origin, or physical/mental handicap.
9. The student is expected to comply with the George Fox University Nondiscrimination and Diversity policy.
10. The student shall comply with the department policy on plagiarism and cheating. A copy of this policy can be obtained from the Social Work Program office.

3. Dismissal of a Student from the Social Work Program – Non Academic Issues

Social work is a difficult, challenging, and very rewarding profession for those interested in others and are willing to give of themselves. Professional social work requires a high level of emotional and intellectual resources, as well as an acceptance of the values and ethics of the profession. Many students find themselves initially attracted to social work for a number of reasons. Later, however, they may come to realize that they are unsuited for the profession for various reasons (e.g. their own values, academic ability, or degree of emotional strength which is often required which make this career choice inappropriate for them.) Such a decision demonstrates wisdom and real caring for the needs of potential clients and co-workers. The social work faculty always stands ready to assist students in considering their best academic alternatives in such situations.

This process is designed to resolve complaints against students, facilitate students' professional growth, and help correct unprofessional behavior when possible. As such the goal of this process is to restore students to professional functioning as deemed reasonable and possible by the faculty. An alleged violation of George Fox University policies as stated in the *Student Life Handbook* will be handled by the GFU Student Life Office with procedures as noted in the handbook.

Consistent with the National Association of Social Work's *Code of Ethics* (2008), it is strongly recommended that informal resolution be the first step in resolving a conflict or concern with a student. When concerns arise, the complainant should contact the student in question and frankly discuss the concerns. If resolution is not reached, one may engage in the following formal complaint process.

Complaints may be made against students for the following reasons:

1. Alleged violation of the NASW *Code of Ethics* or state law.
2. Concerns about a student's suitability for the practice of generalist social work
3. Concerns about a student's physical, intellectual, or emotional abilities to perform the essential functions of a generalist social worker.
4. Alleged violation of the Social Work Program's "Criteria for possible dismissal or termination from the George Fox University Social Work Program," found in the Social Work Program Student Handbook and the Field Experience Manual

Complaints may be made by a faculty member, George Fox University student, Agency Field Instructor, Agency Coordinator, or client. Because of the nature of a formal complaint, the confidentiality of the complainant cannot be maintained. A complainant must be willing to submit the complaint(s) in writing and be interviewed by the appropriate parties. Written documentation of the complaint and outcome are kept in the student's permanent file. Complaints against students will be handled in the following manner:

1. Complaints against a student must be written, signed, dated and sent to the Social Work Program Director, with a copy sent to the Social Work Program Director of Field Education.
2. The Social Work Program Director sends the written complaint to the Social Work Program committee within five working days of receipt of the complaint.
3. The Committee Chair notifies the student that a complaint(s) has been made within two working days of the complaint from the Social Work Program Director.
4. The Social Work Program Committee gathers necessary information from faculty, concerned students, Agency Field Instructors, Agency Coordinators, or the client.
5. The Social Work Program Committee provides the student with written documentation of the specific complaint(s) and concerns of the Committee within 20 working days of receipt of complaint from the Social Work Program Director.
6. The Social Work Program Committee interviews the student to obtain additional information and his/her response to the allegations within 10 working days of written notification to the student of

specific complaints(s). The student may offer the Committee names of persons who may provide information on behalf of the student. This is not a litigious process, and attorneys should not be involved at this level.

7. The Social Work Program Committee recommends a decision to the Social Work Program faculty within ten working days of the student interview. Possible recommendations include:
 - a. Dismiss complaint
 - b. Letter of reprimand
 - c. Remedial actions without probation. The student must submit documentation of satisfaction of remedial recommendations by a specific date. The student will be informed in writing of what he/she must do to be reinstated to good standing. Remedial actions may include, but are not limited to, mandatory counseling, additional courses, additional practicum experience, or additional supervision.
 - d. Remedial actions as above with probation. Probation implies on-going monitoring of the student's functioning by the Social Work Program Committee or its representative for a length of time determined appropriate by the Committee.
 - e. Dismissal from the Social Work Program.
8. The Social Work Program faculty decides on the committee recommendation and notifies the student in writing within three working days.
9. The Social Work Program Director notifies the Director of Field Education, the Agency Field Instructor, Agency Coordinator, and Academic Affairs of the faculty decision.
10. Students who are dismissed from the Social Work Program may not continue in the Field Practicum and lose credit for the current semester. In addition, they cannot reapply to the Social Work Program for six months following the dismissal action unless an appeal reverses the decision of the faculty.

4. Appeal Process – Non Academic Issues

Decisions by the faculty that come through the student complaint process can be appealed. In the event of an appeal the following process must be followed:

1. The student makes a written appeal to the Social Work Program Director within ten working days of receipt of the faculty decision. Copies of the appeal are sent to the Social Work Director of Field Education and the Dean of the School of Behavioral Sciences.
2. The chair appoints an ad hoc committee composed of three faculty members, at least one of which must be from the Social Work Program, to review the appeal and the faculty decision.
3. The ad hoc committee investigates the decision to the extent the committee believes it is necessary, which may include interviews of the student and those involved in the complaint.
4. The ad hoc committee makes a decision to support, modify, or overturn the faculty decision within 30 working days of receipt of the appeal. Written notification is provided to the student, Social Work Program Director, Social Work Director of Field Education, the Agency Field Instructor, Agency Contact, the GFU Field Education Director, and the Dean of the School of Behavioral and Health Sciences. The decision of the ad hoc appeal committee is final.

5. Dismissal of a Student From the Social Work Program – Academic Issues

George Fox University guidelines for faculty response to academic integrity issues: (These policies can be found in the Office of Academic Affairs)

In order to bring order and consistency to dealing with academic integrity issues, the following guidelines for administering penalties and processing appeals were developed. This is not intended to be a legal document, but rather a tool for faculty. The examples given are designed to aid the faculty member in making decisions about what kind of penalties are appropriate and who should be involved in dealing

with the issue. While the document is not exhaustive, the examples and procedures will fit most of the situations that arise. Contact your school dean if you have questions about how a case should be handled.

The Office of Academic Affairs monitors academic offenses in conjunction with Student Life and in cases where students are violating standards in two or more classes, additional penalties may be warranted.

6. Faculty Response Examples and Guidelines:

Case One: Cheating (one time, limited in scope)

Examples: Incident of plagiarism, cheating on a test, copying an assignment from other students, or having someone else sign student into a class.

Faculty action: grade penalty up to and including fail or zero on an assignment or test, “F” or zero on a paper. (Faculty member files report with Academic Affairs Office with copy to student.)

Appeals process:

1. Student sends written appeal to Academic Affairs Office. The appeal should be submitted within five working days of meeting with the faculty member (forms available in AAO office.)
2. Academic dean, faculty member, and student meet; the decision from the school dean will be rendered.
in writing to the faculty member and student.
3. Student or faculty member may request hearing with Appeals Board. The student or faculty member must submit a written appeal within two working days after receipt of written decision from school dean.
4. Academic Appeals Board meets to hear appeal. The decision is rendered in writing to the school dean, faculty member and student. The decision of the Academic Appeals Board is final.

Case Two: Severe Dishonesty (persistent and/or profound)

Examples: Extensive plagiarism, evidence of a pattern of cheating, insubordination, systematic cheating

Desired faculty action: “F” for course; suspension or dismissal

1. The faculty member meets with the academic dean to discuss case and consequences. (Faculty member files report with Academic Affairs office with copy to student.)
2. Faculty member and academic dean meet with student to discuss case and consequences.
Decision in writing from academic dean to faculty member and student.

Appeals Process

1. Student and/or faculty sends written appeal to the Office of Academic Affairs. The appeal must be sent within five working days of receipt of written decision from academic dean. (Forms available in the Office of Academic Affairs.)
2. Provost, academic dean, faculty member and student meet. The decision is rendered in writing from the Provost to the faculty member, academic dean, and student.
3. Student or faculty member may request hearing with Academic Appeals Board. The appeal must be submitted within two working days after receipt of written decision from the Provost.
4. Academic Appeals Board meets to hear appeal. The decision is rendered in writing to the Provost, academic dean, and student. The decision of the Academic Appeals Board is final.

7. Procedures for Appealing an Academic Disciplinary Action

1. Student meets with faculty member to discuss rationale for reversing the disciplinary action. The student wishing to appeal a disciplinary action must meet with the faculty member within the first three (3) academic weeks, excluding May term, following the imposed disciplinary action. After meeting with the faculty member, the student may elect to pursue the appeal.
2. Student sends written appeal to the Academic Affairs Office. Students wishing to pursue an appeal must do so within five (5) working days of meeting with the faculty member.
3. Academic dean discusses appeal with the faculty member and student. The decision from the academic dean will be rendered in writing to the faculty member and student.
4. The academic dean's decision may be appealed to the Academic Appeals Board. To request a hearing, the student or faculty member must submit a written appeal to the Academic Appeals Board within two (2) working days after receipt of written decision from the academic dean.
5. Academic Appeals Board decides whether or not to hear the appeal. If the Board meets to consider the appeal, then the decision is submitted in writing to the Vice President of Academic Affairs, faculty member, academic dean, and the student.

The decision of the Academic Appeals Board is final.

8. Student Complaints Against Social Work Program Faculty

Complaints against faculty members may be made by other faculty members, staff or students. Complaints must be written, signed, dated, and sent to the Dean of the School Behavioral and Health Sciences with a copy sent to the Social Work Program Director.

Appendix D

CSWE Educational Policy and Accreditation Standards

The Council on Social Work Education (CSWE) uses the Educational Policy and Accreditation Standards (EPAS) to accredit baccalaureate and master's level programs. EPAS supports academic excellence by establishing thresholds for professional competence. It permits programs to use traditional and emerging models of curriculum design by balancing requirements that promote comparability across programs with a level of flexibility that encourages programs to differentiate. EPAS stipulates four features of an integrated curriculum design: 1) program mission and goals 2) explicit curriculum 3) implicit curriculum 4) assessment.

As an accredited social work program, we follow the EPAS standards and are periodically reviewed by CSWE for compliance. The EPAS requirements can be read in full on the CSWE web site: www.cswe.org.