









BACHELOR OF SCIENCE IN SOCIAL WORK (BSSW) APPLICATION TO THE MAJOR

The following information shared in this document will be utilized to determine whether or not a student is eligible for admission into the full Bachelor of Science in Social Work (BSSW) major. Please complete all areas on this form marked with a **red asterisk (*)**.


Note: Please remember to click the **Save Draft** button every time you add more information to this application. Not saving will result in students losing their work and needing to redo their work.

Part 1: Applicant Information

Student's Full Legal Name:*	<input type="text"/>  *
Date of Birth (needed for BSSW Program background check):	<input type="text"/>  *
Tech ID Number:*	<input type="text"/>  *
Academic Advisor:*	<input type="text"/>  *
MSU, Mankato Email Address:*	<input type="text"/>  *
Current Address:*	<input type="text"/>  *
Permanent Address:*	<input type="text"/>  *
Other Major, Minor, Certificate, or None:*	<input type="text"/>  *

Part 2: Credits, Course Plan, Resume, and Reference:

- Students may need to take additional courses to reach the **required 120 credits**.
- Required courses are **NOT** offered in the summer.
- Social Work (SOWK) Program Elective Courses **may be** offered during summer sessions.

DARS* (upload in the space below): 

College Academic Advisor Signed form (upload in the space below):



Social Work G.P.A.

Overall G.P.A.

Total Academic Credits Completed (before this semester):*

BSSW Course Plan

Upload in the space below or complete the tables below:

 Browse

Current Semester:	Year:	
<input type="text"/>	<input type="text"/>	
Course Name and Number (provide in the space below):	Identify which type of course (Gen Ed, Elective, etc.):	Total Course Credits (provide in the space below):
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Next Semester:	Year:	
<input type="text"/>	<input type="text"/>	
Course Name and Number (provide in the space below):	Identify which type of course (Gen Ed, Elective, etc.):	Total Course Credits (provide in the space below):
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Semester: <input type="text" value="▼"/>	Year: <input type="text" value="▼"/>	
Course Name and Number:	Identify which type of course (Gen Ed., Elective, etc.)	Total Course Credits:
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>

Semester: <input type="text" value="▼"/>	Year: <input type="text" value="▼"/>	
Course Name and Number:	Identify which type of course (Gen. Ed., Elective, etc.)	Total Course Credits:
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>

Note: Remember to **Save Draft.**

Resume: A *resume* is a document that describes your education, employment, volunteer experience, and other skills relevant to a position you are wanting to obtain. Using the space below, please upload a copy of a resume for review.

Professional Reference: a *professional reference* is an individual who would be able to report on your abilities and skills as they related to a position you are applying for in the future. Using the space below, type in the name and email address of an individual who would fit this description.

Professional Reference First and Last Name: (Employment Supervisor, <i>Non-Social Work</i> Professor, Volunteer Supervisor, etc.)	<input type="text"/>
Professional Reference's Email Address:	<input type="text"/>

Reference Form (if you have a letter of reference form, upload it in the space below):



Part 3: Academic and Professional Behaviors Statement *(signatures at the end of this application.)*

Students admitted to the BSSW Major at Minnesota State University, Mankato are expected to know, understand, and adhere to social work ethics and boundaries. This includes, but is not limited to the academic and professional behaviors as identified in the following documents:

- The BSSW Program Student Handbook <https://ahn.mnsu.edu/globalassets/college-of-allied-health-and-nursing/social-work/pdfs/bsswstudenthandbook---mw-083019.pdf>
- The University Statement of Student Responsibilities Policy <https://admin.mnsu.edu/organizational-information/policies-procedures/university-policies/statement-of-student-responsibilities/>
- The National Association of Social Workers (NASW) Code of Ethics <https://www.socialworkers.org/about/ethics/code-of-ethics>
- Minnesota State Statute 148E <https://www.revisor.mn.gov/statutes/cite/148E/full>
- Policies of agencies in the community of which students practice
- Professional and programmatic guidelines pertaining to my use of social media.

I understand and agree that it is my responsibility to address any academic, personal, and professional behaviors, including legal, social, mental, and emotional issues, which may affect my ability to perform duties as a social work student and future social work professional.

I understand that failure to meet one or more of the academic and/or professional policies or expectations described in these documents may affect my ability to perform competently as a social work student and/or as a future social work professional. I am aware that violations of any policy listed in this document may result in disciplinary action including possible dismissal from the program.

Note: Remember to **Save Draft.**

Part 4: BSSW Program Essays

Essays should be written in APA format including the following:

- One (1) inch margins
- Double-spaced
- Twelve (12) point font size
- One (1) title page
- One (1) reference page
- Grammar and punctuation checked

Essay #1 Rubric: Social Work Knowledge and Application

High Score: 5 - 4	Medium Score: 3 - 2	Low Score 1 - 0
<ul style="list-style-type: none"> • Good definition of social work practice AND integrates professional literature with applicant's voice. • Identified a field of social work practice AND provided thoughtful, in depth reason for selecting this field. • Selected and applied theory/perspective/model appropriate to the identified field of practice AND good application of 2 or more aspects of this theory • Good application of at least 2 roles and tasks of selected field of practice. 	<ul style="list-style-type: none"> • Acceptable definition of social work practice OR only used 'professional' definition only. • Identified a field of social work practice AND provided acceptable reason for selecting this field. • Selected theory/perspective/model appropriate to the identified field of practice AND acceptable application of 2 or more aspects of this theory • Acceptable application of 2 roles and tasks of selected field of practice 	<ul style="list-style-type: none"> • Vague OR no definition of social work practice OR multiple definitions, but did not integrate • Did not identify a field of social work practice AND provided minimal to no reason for selecting this field. • Did not identify a theory/perspective/model appropriate to the identified field of practice OR selected inaccurate theory OR selected appropriate theory/perspective/model but minimal to no application of 2 aspects of this theory. • Minimal to no identification and application of the roles and tasks for the selected field of practice.

Essay 1 Directions

The term '*social work*' has many meanings and often the public has a limited understanding of social work. In this essay, explain *social work* as if you are speaking to someone in the general public. Explain what is expected of a generalist social worker in a chosen field of practice.

- * Provide a definition of social work as a profession.
- * Discuss a social work field of practice in which you are interested.
- * Describe and *apply* one (1) core social work theory, perspective, or model to your selected field of practice.
- * Describe two (2) roles and tasks of social work professionals in the field of practice you identified above.
- * Reference the professional literature from your social work courses.

Upload **Essay 1** here (and remember to **Save Draft**):



Essay #2 Rubric: Values, Knowledge, and Application

High Score: 5 - 4	Medium Score: 3 - 2	Low Score 1 - 0
<ul style="list-style-type: none"> • Good definition of value of 'Integrity' from NASW Code of Ethics • Good example/application of 'Integrity' • Identified 2 other values from NASW Code of Ethics core values. • Good discussion of how the selected values will guide applicant's development and practice. 	<ul style="list-style-type: none"> • Acceptable definition of value of 'Integrity' from NASW Code of Ethics • Acceptable example/application of 'Integrity' • Identified 2 other values from NASW Code of Ethics core values. • Acceptable discussion of how the selected values will guide applicant's development and practice. 	<ul style="list-style-type: none"> • Minimal to no definition of the value of 'Integrity' from NASW Code of Ethics • Minimal to no example/application of 'Integrity' • Identified 1 or 0 values from NASW Code of Ethics core values. • Minimal to no discussion of how the selected values will guide applicant's development and practice.

Essay 2: Directions

The National Association of Social Workers (NASW) Code of Ethics is based on six (6) core values. In this essay,

- * Discuss the NASW Value, *Integrity*, and two (2) additional values of your choice.
- * Provide a specific example of when you demonstrated or observed each of these values, detailing the experience, and the insight (learning) you gained.

Upload **Essay 2** here (and remember to **Save Draft**):



Essay #3 Rubric: Decision to Become a Social Worker

High Score: 5 - 4	Medium Score: 3 - 2	Low Score 1 - 0
<ul style="list-style-type: none">• Strong statement of commitment to the profession social work• Good example of 'influences' on decision to become a social worker?• Good identification and discussion of one or more strengths, skills, characteristics, or perspectives that applicant will use as social work professional.• Good identification of one or more contribution(s) that applicant will contribute to social work profession.	<ul style="list-style-type: none">• Acceptable statement of commitment to the profession social work• Acceptable example of 'influences' on decision to become a social worker?• Acceptable identification and discussion of one or more strengths, skills, characteristics, or perspectives that applicant will use as social work professional.• Acceptable identification of one or more contribution(s) that applicant will contribute to social work profession.	<ul style="list-style-type: none">• Minimal to no statement of commitment to the profession social work• Minimal to no example of 'influences' on decision to become a social worker?• Minimal to no identification and discussion of one or more strengths, skills, characteristics, or perspectives that applicant will use as social work professional.• Minimal to no identification of one or more contribution(s) that applicant will contribute to social work profession.

Essay 3: Directions

Tell us about your commitment to the social work profession.


- * What influenced your decision to want to become a social worker?
- * What strengths, skills, characteristics, and perspectives will you bring to the profession?
- * What contribution(s) do you foresee making to the social work profession in the future?

Upload **Essay 3** here (and remember to **Save Draft**):



Part 5: Checklist of Required Documents

Please ensure **all** of the following application materials are included in this form **before** clicking "Submit".


- I have uploaded my current DARS with a cover sheet and it is signed by Advising.
- I have uploaded a professional resume.
- I have uploaded a professional reference form, or asked that my reference email to the Social Work Department.  *
- I have uploaded the BSSW Program Essays (including a title page and a reference page) for the BSSW Applicant Review Committee.

Students with unique circumstances **only**:

Letter of Variance, Letter of Good Standing, Substitution/Waivers (upload here):



Check with your Academic Advisor if you need one of the following forms:

- I have uploaded a Letter of Variance in Admission Criteria or Course Sequencing.
- I have updated a Letter of Good Standing from previous Social Work Program Director. 
- I have uploaded all course substitution/waiver forms.

Part 6: Signatures

Student Signature:

By electronically signing this form, I am declaring:

- * All information provided in this application is honest and accurate.
- * I understand that it is possible to meet the admission requirements, but not be accepted into the major for this application cycle.
- * My application packet is complete.
- * I have discussed and reviewed the BSSW Program application process with my advisor.

BSSW Program Director, BSSW Program Graduate Assistant, and Faculty Signatures:

By electronically signing this form, I agree I have reviewed and scored the content of this form.