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Information Session for Potential Applicants
Pre-application information sessions are held at the university in Athens and at the Gwinnett University Center in Gwinnett County in the fall of each year. These sessions will be informal and informative regarding both our full-time and extended-time (evening) programs. Students and faculty are available to talk and facilitate discussion.

Questions that you may have regarding the application process, the curriculum and enrollment in the program will be addressed. We invite you to sign up for one of these sessions. The dates for the sessions will be posted on our website, ssw.uga.edu. For Athens sessions, please e-mail sswadmin@uga.edu or call 706-542-5421. You will also need to contact parking services at 706-542-7275 for parking information.

For Gwinnett sessions, please contact Ms. Constance Wooden-Smith (constance.woodensmith@uga.edu) or call 678-985-6790. See page 5 of the application packet for directions to these two locations.
### CHECKLIST

**DOCUMENTS TO SUBMIT**

These items should be submitted electronically through the Graduate School admissions application. Do not send these items to the School of Social Work as this will delay your application process.

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<tr>
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<th>Description</th>
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<tr>
<td></td>
<td><strong>Graduate School Application Form with the Application Fee. The Application web Form must be completed online at: <a href="http://www.grad.uga.edu">www.grad.uga.edu</a> (Select Admissions)</strong></td>
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<td><strong>The School of Social Work requires transcripts from each institution of higher education you attended, including study abroad, and also transcripts that have credits transferred. We do not require you to send the University of Georgia transcripts as these are on file. All transcripts must be sent to the Graduate School, and from there a copy will be forwarded to our department. Although the Graduate School only requires the transcript from the school you received your degree, the School of Social Work requires transcripts from each institution of higher education that you attended. Please send your transcripts to the Graduate School (210 South Jackson Street, Athens, Georgia 30602)</strong></td>
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<td><strong>GRE or MAT Score. Only the Verbal and the Written Analytical scores of the GRE are counted. UGA’s MAT score is 1116. UGA’s GRE code is 5813.</strong></td>
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<td><strong>MSW Supplemental Form.</strong></td>
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<td><strong>Narrative Statement</strong></td>
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<td><strong>Resume (including details of your work experience in the human services and other settings).</strong></td>
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<td><strong>3 Recommendation Forms with accompanying letters of reference.</strong></td>
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General Information
The University of Georgia’s School of Social Work is accredited by the Council on Social Work Education.

You must apply to the Graduate School, and you must apply for the same semester of entry in both places. If you did not receive a general application packet from the Graduate School, please contact them (www.grad.uga.edu).

Full-time Program: A two year, four semester program which admits entrants for the fall semester only. This program is held at the Athens campus primarily during the day. Attendance during the summer term is optional and does not shorten your program.

Extended-time Program (formerly the Part-Time MSW Program): A three and four year program admitting for the fall semester. The program is held in metropolitan Atlanta at the Gwinnett University Center. This program is designed primarily for people working full time. Special consideration is given to people working full time in the human services. The MSW curriculum is the same for extended-time and full-time students. Classes for extended-time students are scheduled in late afternoon evenings or on weekends. Criteria and process for admission are the same for extended-time and full-time study.

Advanced Standing Full-time and Extended-Time: A one-year (full-time) program and two-year (extended-time) program designed for students who already possess a BSW degree. Students are admitted summer semester. The applicant must possess a BSW from an accredited school earned within the past five years. For people who have held social work positions since graduation, the limit is ten years under certain conditions. The programs are held at the Athens campus for full-time and at the Gwinnett campus for extended-time.

Deadlines
Application deadline for full-time and extended-time MSW programs: February 15th (Fall Admission Only). Application deadline for Advanced Standing MSW programs is February 1. (Summer admission only). Your application must be complete by the deadline. Applications received after this date will be considered on a space-available basis.

The School of Social Work implements a modified rolling admissions policy. Consideration of applications begins in January with preference given to applications submitted by the deadline. If the deadline is approaching and your application is held up because of a missing transcript, please let us know ASAP. Review of applications and notification to applicants of decisions may continue until July 1st.

International students: Applications need to be submitted to the Graduate School by February 1st in order to meet the university deadlines for financial assistance in a timely fashion.

Notification
The application review process will begin in January. Applicants whose files are complete by that time will be notified within 60 days after the application review process is initiated. Please do not call to inquire if you have been admitted, as we do not provide admissions decisions over the phone. You will be notified promptly by mail as soon as a decision has been made.

Communication Process
Once you have begun the application process with the Graduate School and have provided them with an email address, you will be able to check your SSW application status on-line through the Graduate School at gradstatus.uga.edu. The School will automatically send notification when your file is complete. It is against the School’s policy to give information regarding your application file to anyone but the applicant, and the information will not be given over the telephone.
Funding
The School of Social Work awards graduate assistantships to selected MSW students. The deadline to submit this online application is February 15, 2017 for full-time applicants. Early applications are encouraged.

GRE
A minimum score of 146 on the verbal portion of the test and 3.5 on the written analytical part of the test is suggested. These scores are a guide in admissions decisions, not an absolute. Call 1-800-GRE-CALL to arrange your tests. Note that we do not use the quantitative (math) test score. We will accept the Miller Analogies Test (MAT) as an alternative.

MAT
The MAT can be taken as an alternative to the GRE. Please refer to the website, http://www.milleranalogies.com for further information on this test. A minimum suggested score is 402-407.

GPA
The University of Georgia’s School of Social Work requires a minimum of an overall undergraduate Grade Point Average (GPA) of 3.0. Particular consideration will be given to the last 60 semester hours of course work towards the baccalaureate degree.

Travel Directions

Athens: FROM ATLANTA, take I-85 north to Highway 316 to Athens. Exit off 316 onto Loop 10/Highway 29 to the University of Georgia. Exit onto Lexington Road/US-78 left. Go north approximately one mile. Turn left at the light onto Williams Street. The School of Social Work is the first building on your left. A Google map of our location can be found at http://bit.ly/1bjkyNi. Parking is permitted in the Perimeter parking area with permission card available through Parking Services (See Map inside back cover for location). Call (706) 542-7275.

Gwinnett: FROM ATHENS, take Hwy. 129 through Jef- ferson. Take I-85 south. Take exit 109 for Old Peachtree Road. Turn left on Old Peachtree Road (0.3mi). Turn right onto Sever Road (just past McDonalds). The UGA Gwinnett Campus at the Intellicenter building is straight ahead your right (2530 Sever Road). FROM ATL, take I-85 N. Take exit 109 on Old Peachtree Road (0.2mi). Turn right on to Sever Road (just past McDonalds). The UGA Gwinnett Campus at the Intellicenter building is straight ahead on your right (2530 Sever Road). For more information, contact Gwinnett Campus at 678-985-6802.

Additional Information
An applicant must have completed 30 undergraduate quarter hours or 18 semester hours in the social and behavioral sciences, and the humanities. Courses in human development and statistics are highly recommended (See FAQ). The University of Georgia accepts up to six graduate transfer credits from another accredited institution of higher learning.

Please note: We are not able to defer admission from one year to the next. If you are interested in reapplying please let us know. You will also need to notify the Graduate School of your desire to reapply for the next year.

Accessibility Plan for People with Disabilities
The School of Social Work has reserved parking spaces in front of the building near a wheelchair-accessible path. The front door of the building is equipped with an automatic opener that allows access for mobility impaired individuals. An elevator is available at the front door of the building which accesses each of the four floors. Restrooms on all four floors are wheelchair-accessible and doors of administrative offices, classrooms, and most faculty offices meet access standards. The water fountains are leveled for wheelchair access. It is recommended that students needing program accommodations contact the Office of Disability Services at least thirty days prior to matriculation (706) 542-8719, TTY (706) 542-8778. Reasonable accommodations in facilities, programs, and services will be made upon request. The School of Social Work will work in cooperation with the Georgia Rehabilitation Services Division, UGA Equal Opportunity Office, Office of Disability Services, and Human Resources Office to meet the needs of disabled students, faculty and staff. An elevator has been installed and is available to all floors in the building. The Gwinnett campus is also wheelchair accessible.

International Students
The School of Social Work welcomes applications from international students. Please refer to UGA’s website for further information: www.uga.edu/admissions/international.html. The university has a fixed deadline of Feb. 1st for all international applications but early submission is strongly encouraged.

English Language Ability
TOEFL: Applicants whose primary language is not English must submit official TOEFL scores. Information on the TOEFL can be found at the following sources: E-mail: toefl@ets.org. Web: http://www.toefl.org, phone: 1-800-468-6335. The TOEFL minimum score is 80, with at least 20 on speaking and writing. A telephone interview may be conducted prior to admission by the School of Social Work’s Admissions Committee.

Questions
Direct any queries in writing to the Director of MSW Admissions, School of Social Work, University of Georgia, Athens, GA 30602. If you include an email address, your questions will be answered promptly by email. To access the status of your application materials you may log on to www.grad.uga.edu. For questions about housing and other necessary information, please refer to the Graduate School Application for Admission booklet for a complete listing of telephone numbers, e-mail and website addresses or refer to www.grad.uga.edu.
University of Georgia School of Social Work
A Vision for Practice and the MSW Curriculum

Vision

The School of Social Work prepares students for leadership roles as professional social work practitioners through an educational emphasis on skill-based assessment and intervention, policy development and research initiatives.

In keeping with the core values of the social work profession, a variety of social issues are examined including:

• Mental and emotional health
• Family well-being issues
• Aging and adult caregiver issues
• Physical health and well-being
• Unintended or premature pregnancy
• Family violence and abuse
  (including adults and children)
• School-based initiatives
• Addiction and substance abuse
• Family and marital cohesion
• Youth development and youth alienation
• Developmental disabilities
• Racial, gender and sexual oppressions
• Economic and employment limitations
• Promotion of neighborhood cohesion
• Community empowerment initiatives
• Advocacy, policy and legislative process

Practice

The University of Georgia’s School of Social Work prepares couples, families and groups

• Initiation of empowerment activity through program development in the community context
• Strengthening of social agencies as institutions for their effectiveness in problem solving
• Social policy change and advocacy
• Practice accountability and outcome evaluation

Drawing from multiple theoretical perspectives, students are prepared to intervene with diverse populations. The program utilizes an ecological framework to provide a context for strengths-based practices with an emphasis on competent multicultural practice.

Curriculum

The MSW curriculum is organized in two parts: the first year is a “foundation” curriculum and the second year provides a choice of one of two “concentrations” or specialties. The foundation includes introductory direct practice, family and group theory and practice, community and organizational theory and practice, basic human behavior theory (grounded in the ecological perspective and the social sciences), principles of empirical research, social policies, a history of the social work profession, and a generalist practicum.

The concentrations offered in the second year are: Micro and Macro Practice (only in the full time program on the Athens campus). Both concentrations include course work on advanced assessment and intervention practices.

• Advanced policy analysis
• Evaluation research
• Elective specialty courses which combine theory, policy, and practice, as well as research grounding
• An extensive practicum experience

Student Profile

Martha E. Wisbey, MSW
Part-Time MSW Graduate (2003)

“This program offered me so many opportunities to explore the many aspects of social work. The faculty are empowering and a tremendous resource. I feel confident and supported in my practicum experiences and I am excited to finally become a “professional!”
Alumni
Our more than 5,000 alumni lead their communities in advancing social work practice and ideals. To learn more, visit http://ssw.uga.edu/alumni.html.

Faculty
Our faculty’s areas of expertise cover a wide range of experiences, specialties and interests. They hold leadership positions in professional organizations and serve as invited presenters at national and international conferences. Current faculty research focus includes:

- Older adults
- Service-learning with special populations
- International work with women and children
- Human and civil rights
- Poverty policy
- Mental health
- Innovation in nonprofit organizations
- Professional socialization
- Health disparities
- Trauma
- Criminal justice

For more information about faculty interests, visit http://ssw.uga.edu/research.html.

Criteria For Admission To The MSW Program

1. **Academic excellence**, as measured by the Grade Point Average (GPA) and the Graduate Record Examination (GRE) or the Miller Analogy Test (MAT).

2. **Liberal arts background**, including preferences (not requirements) for social sciences, psychology, statistics, and content in the physiological basis for human behavior (often achieved in psychology courses). Humanities courses are also seen as important.

3. **Work experience in the human services**, through paid, volunteer, and internship experiences.

4. **Experience with culturally diverse peoples**, such as ethnic, racial, religious, social class, international, gender, sexual orientation, disability, or age. Commitment to working with vulnerable populations and social justice in ways that include attention to situational resources as well as emotional, relational, and cognitive problems.

5. **Understanding and commitment to the social work profession**: Openness to addressing problems of social justice and social development (life enhancement through empowerment and promotion of well being) issues.

6. **Clarity and specificity in expression of career objectives**, as given in narrative statement.

7. **Positive and strong recommendations**, supporting the candidate’s readiness for graduate work, appropriate interpersonal skills and talent for leadership.

Student Profile
Ellen Rhea Cox, MSW
MSW Graduate (2001), Ph.D Graduate (2012)

“This program opened my perspective to people in need and to seeing them holistically. An unexpected benefit was the self-awareness and personal growth that I gained through the relationships I formed with faculty and fellow students.”
The MSW Concentration Areas

The MSW program offers three concentrations or areas of specialization:

1. Micro Practice Concentration
2. Macro Practice Concentration, and
3. Integrated/Combined Practice Concentration.

Students have the option of completing one of these three concentrations. The Micro Concentration prepares students with knowledge and skills for advanced practice primarily focused on individuals, families, and groups in diverse settings. The Macro Concentration provides students with knowledge and skills in an array of advanced practice roles in the areas of program and policy development, administration, supervision, political advocacy, and community practice. The Integrated/Combined Concentration pools the core curriculum of both the Micro and Macro Practice Concentrations. All concentrations prepare graduates for future professional leadership positions, and they are augmented by a selection of electives.

The two concentrations, Micro and Macro Practice, are based on understandings of the context of practice. Micro addresses the functioning of individuals within a relational context as members of intimate, supportive groupings. This concentration prepares students for direct practice with individuals and families.

Macro addresses social change on group, organizational and community levels, while paying attention to the needs of people attempting to survive and thrive in those communities. Our course of study is concerned with building and strengthening programs and agencies that serve individual and family needs. It also seeks to empower community groupings. It should be noted that the two concentrations are not mutually exclusive. Leadership in the social work profession is a function of both concentrations. Clinical Practitioners will frequently get involved in generating fresh ideas and social advocacy and in administering or supervising programs, while attending to the individual and family needs of their clients. Likewise, community and program management practitioners frequently get involved in working with individuals, families, and groups in the course of developing programs and organizing or facilitating empowerment activities. Hence, the foundation year prepares students in the areas of practice, theory and professional identity development that will serve as the basis for their concentration practice focus in their second year.

MICRO PRACTICE

Micro addresses the individual within a relational context that includes family, culture and community. The focus is on preparing students for advanced assessment and intervention skill development and implementation. The individual is viewed holistically in order to identify and enhance the strengths that they bring to the change process. Families and groups are considered to be units of “client systems”.

Couple relationships, parent and child, sibling, grandparent, adoption, and other extended family relationships may be the focus of clinical social work practice. Social work roles include counseling and therapy, resource development and linkage, education, advocacy, group work and supportive facilitation, and case management, as examples. The social work practitioner utilizes a skill-based process of therapeutic relationship development in helping clients.

Core courses in the Micro track include:

MACRO PRACTICE

Macro addresses the need for initiatives in program development and social change. The concentration has a dual focus on empowering community groups and designing and developing programs. Often called “macro-practice”, the idea is to address social problems by initiating action within the community or, perhaps, through legislation. More often the empowerment practitioner is one who works with community people to identify and document social problems, design services, develop resources, advocate, broker, and negotiate for resources and policies, recruit participants and personnel, and administer the delivery of services. Facilitation of planning groups or boards of directors are also possibilities. The “community” may be a holistic, geographic community or it may be a neighborhood or even an identity grouping.

Core courses in the Macro track include
Social Work Assessment with Communities and Organizations, Advanced Policy Analysis, Evaluation of Practice with Organizations and Groups.
Special Programs Offered in the MSW Curriculum

Certificate Programs

These programs can be achieved within the MSW curriculum program of four full-time semesters. They offer potential employers evidence of the knowledge and commitment of the applicant in these areas of specialty:

- Gerontology
- Marriage and family therapy
- Management of nonprofit organizations

Other areas of specialty offered in our curriculum include, but are not limited to:

- Substance abuse and addiction treatment and prevention.
- Child welfare
- Persons with disabilities.
- Mental health and physical health services and systems.
- Youth development, including juvenile justice stipends.
- Women's issues and services, including those addressing domestic violence.
- Welfare reform and welfare to work programs.
- Community and economic development.
- African American families and related policy issues.
- Collaborative systems, especially those addressing child and family issues.
- Civil rights studies.
- Community activist organizations and legislative advocacy.
- International social work, including immigration and refugee services, as well as post-traumatic stress among refugees; and cross cultural relations in general (Ghana and Northern Ireland).
- Nonprofit agency and program development and management.
- J.D./MSW joint degree, including a range of clinical, community, and policy issues (the program requires separate admission to both schools - law and social work; it is completed in four years.
- Direct practice with diverse populations.
- Group treatment.
- Service learning with special populations including burn-injured children.
- Study abroad programs in Ghana and Northern Ireland.

In addition, the School of Social Work offers:

- B.S.W. degree program, focused on generalist social work practice.
- Ph.D. program, focused on research and practice theory.
Field Education
Master of Social Work

Field education is an integral part of social work education. It’s what differentiates social work from other helping professions. You will have two field experiences: foundation and concentration. Here’s a synopsis of what to expect. There will be orientations for each practicum during which you will be provided more information about the placement process.

FOUNDATION (SOWK 7115) – FALL SEMESTER:
- Weeks 1-6: weekly seminar class for 2 hours and 45 minutes with your instructor (faculty liaison)
- Weeks 2-4: schedule an interview and meet with the contact person from the assigned agency (field instructor)
- Weeks 7-15: 1 day (8 hours) per week at your field placement site and meet in the classroom for your practicum seminar for 2 hours each week

FOUNDATION (SOWK 7125) – SPRING SEMESTER:
- Weeks 1-15: 2 days (16 hours) per week in the field and attend the practicum seminar for 2 hours each week
- Instructor will be the same person who was your instructor for SOWK 7115
- Generalist field placement including micro, mezzo, and macro learning activities

CONCENTRATION (SOWK 7225) – FALL AND SPRING SEMESTERS:
- Weeks 1-15 for both semesters: 2.5 days (20 hours) per week in the field
- No practicum seminars, but a faculty liaison is assigned
- Liaison will provide syllabus, grade assignments, review Learning Plan, visit at the field site during each semester, intervene if concerns arise, and assign grade

*PLEASE NOTE: WHILE THE SCHOOL OFFERS THE EXTENDED-TIME OPTION TO COMPLETE CLASSROOM WORK, NO PART-TIME OPTIONS EXIST FOR COMPLETING THE ABOVE NOTED FIELD REQUIREMENTS.

The School of Social Work offers numerous and diverse graduate level field placements with a high priority on sites within the N.E. Georgia/Metro Atlanta region. Agencies that have been approved by the field office meet CSWE standards for an educationally directed field experience, and provide superior practice opportunities for training professionals. Students will be assigned for both MSW field placements within these agencies. There are many more opportunities for concentration practica in the Metro Atlanta area. The commute from Athens to Atlanta is about one and a half (non-rush) hours. Students may want to take this into consideration when planning their practica. Students placed in the Athens area should be prepared to commute up to 65 miles to practices in surrounding counties. Those students without a car will be severely limited in choice of field placements.

All graduate students are required to carry professional liability insurance while participating in the field education program. Students will be provided further information on how to obtain this coverage during orientation. Should you have any further questions call the field office at (706) 542-5419 or (706) 542-5423 or toll free at 1-877-535-6590.
The School of Social Work MSW Program makes available the following financial aid options to individuals who have been admitted.

**Graduate Assistantships**: The Social Work Assistantships require 13 hours per week of assistance to faculty and administrative staff. In return, tuition is reduced to $25 (summer tuition is free), whether in or out-of-state. The actual stipend amount will be determined by the Dean, prior to the start of the semester. You do not have to be admitted to apply. The assistantship is based on financial need for students with full-time status.

Students wishing to apply for assistantships must read the [Assistantship Application Instructions](#) prior to submitting the completed application.

**Note**: The deadline is February 15, 2017

This online application process works best in the following internet browsers: Google Chrome and Mozilla Firefox. (Some users have reported issues with completing the application in Microsoft Internet Explorer.)

The Graduate School of the University of Georgia makes available the following opportunities for individuals who have been admitted:

1. **Graduate School Non-Teaching Assistantship**: Thirteen hours of work per week is required. Free tuition, for both in- and out-of-state students, plus approx. $10,700 stipend. Demonstrated academic excellence is required.

2. **Phelps-Stokes Fellowship**: For scientific study of the role of blacks in American Civilization.

3. **Regents’ Out-of-State Tuition Waiver**: Based on academic qualifications determined by the Graduate School and recommendation of the School of Social Work. For out of state students, tuition is reduced to in-state tuition.

4. **Regents’ Opportunity Scholarship**: $5000 per year renewable. For Georgia residents only. Based on economic need.

TO APPLY for any of the financial aid options:

If you are applying for a Phelps-Stokes or Regents (see #2-4 above), please indicate in the text section of the online assistantship application.

A few of our students obtain part time positions within the university. Flexibility of hours is a requirement. The web site lists available positions: [www.uga.edu/career](http://www.uga.edu/career) (link to Students and Alumni/Student Employment/Register Now).
Answers to Frequently Asked Questions about Applying to the MSW Program at The University of Georgia School of Social Work

ADMISSION REQUIREMENTS

WHAT IS THE APPLICATION DEADLINE FOR THE MSW PROGRAM?
The priority deadline for the Extended-time, Full-time and the Advanced Standing programs is February 15th, and for Inter-national students, February 1st. Completed applications received by those dates will ensure an earlier admission decision. Applications completed after the deadlines will be considered on a space available basis.* Files that are begun after July 1st will not be considered. *Please let us know if your file remains incomplete due to transcript transfer problems that are out of your control. We may be able to help.

DO I NEED AN UNDERGRADUATE DEGREE IN SOCIAL WORK?
No. We have a specially designed program for students who have an undergraduate degree in social work (BSW) called the Advanced Standing Program. For all others, they are welcome to apply to our other programs. However we do require that applicants have a liberal arts background. We will consider applicants with backgrounds outside of liberal arts if they include liberal arts course work. The undergraduate curriculum should include the following:

- Biological sciences
- Social sciences
- Psychology
- Statistics

If you do have a BSW, please review the requirements for the Advanced Standing program. You may be eligible.

DO I REALLY HAVE TO TAKE THE G.R.E.?
Yes, but you can take the M.A.T. as an alternative. All applicants must take one of the two. No exceptions. We only admit from the applicants who have a completed file. The GRE or the MAT is necessary to complete your application. Please note: We do not require the quantitative section of the GRE, only the Verbal and Analytic (writing) portions. *However, if you have completed at least one semester in a graduate degree-seeking program at UGA, your scores are good indefinitely.

WHAT GRE SCORE IS REQUIRED OF YOUR APPLICANTS?
The UGA Graduate School suggests a Verbal GRE score of 400 and a written, analytical score of 3.5. We do accept students with lower GRE scores, and welcome applications of all qualified persons with a sincere interest in social work. You can take the GRE once a month to improve your score. We recommend that you start early and repeat the test if you are not satisfied with your score. The Graduate School only uses the best of the two scores; so your score can never go down. It can only go up when you take it again. If taken after August 1, 2011, the minimum required score is 146 on the verbal portion.

HOW RECENT DO MY GRE SCORES HAVE TO BE?
GRE scores must be no more than 5 years old (counted to the end of the calendar year). If older than that, you must retake the test and submit more up-to-date scores.

WHAT ARE OTHER ADMISSION REQUIREMENTS FOR THE MSW PROGRAM?
1. The School of Social Work requires an overall undergraduate GPA of no less than 3.0 (3.2 for Advanced Standing).
2. Three written letters of recommendation.
3. A narrative statement (average length 3-5 pages) explaining your reasons for seeking admission to the MSW program (see instructions on the application form).
4. Work experience or volunteer work in the human services is encouraged, as well as diverse cultural experiences.

All of these factors go into helping the Admissions Committee make a decision about each candidate. All are important. The application form itself explains the documentation of these additional requirements.
WHAT IS THE TYPICAL UNDERGRADUATE G.P.A. OF YOUR APPLICANTS?
Recently the overall average GPA for students admitted into the program was about 3.2. We do accept students with lower GPA’s, and welcome the applications of all qualified persons with a demonstrated interest in social work. The faculty of the School of Social Work have approved a minimum undergraduate GPA of 3.0 for entrance into our MSW program. The minimum GPA for Advanced Standing students is 3.2.

DO I NEED TO SUBMIT A SEPARATE LETTER OF REFERENCE TO THE GRADUATE SCHOOL?
No. Submit your letters of recommendation with the School of Social Work application included in this packet.

WHAT IS THE PURPOSE FOR THE NARRATIVE STATEMENT AND WHAT IS THE COMMITTEE LOOKING FOR?
We are looking for individuals who exhibit strong potential for developing professional competence, whose personal value system promotes social work core values such as social justice and an appreciation for human diversity and who have demonstrated academic promise to be able to perform successfully at the graduate level. The narrative statement is your opportunity to provide the Admissions Committee members with a clearer sense of who you are and what has motivated you to pursue a career in social work.

MSW PROGRAMS

WHEN CAN I BEGIN THE MSW PROGRAM?
Students with a bachelor’s degree in a field different from social work can only begin the MSW program in the Fall semester (beginning in August). Students with a BSW earned from a CSWE-accredited program (within five years of admission) seeking admission into the Advanced Standing Full-Time program can only enroll in the Fall (beginning in August).

DO YOU HAVE AN OFF-CAMPUS (OR PART-TIME) MSW PROGRAM?
Yes, the Extended-Time MSW Program (formerly the Part-Time MSW Program) at the UGA Gwinnett Campus in Lawrenceville, Ga., is geared especially for people who have been and are currently working in the human services in the Atlanta Metropolitan region.

CAN I APPLY TO BOTH THE FULL-TIME AND EXTENDED-TIME PROGRAMS AT THE SAME TIME?
No. You must indicate which of the two programs (full or extended-time) you are applying for, on the MSW application. You may only apply for admission to one program.

I HAVE A BSW DEGREE. DO I QUALIFY FOR ADVANCED STANDING IN THE MSW PROGRAM?
In order for the BSW to qualify an applicant for admission into the advanced standing program, the following conditions must be met:
1. It must be from a program accredited by the Council on Social Work Education
2. It must have been earned within five years of beginning the MSW program.
3. The required social work GPA for the Advanced Standing program is 3.2.

If your average social work classes do not meet this minimum, or if your BSW was obtained over five years ago, you may still be accepted but only to the regular program of study and not to the Advanced Standing program. Having a BSW earned within the five year limit does not prevent you from admission to the regular program of study. However, you must specifically request this option. Exceptions to the five year rule are BSWs who have worked in a social work setting which includes MSW staff and professional learning experiences. The limit for those applicants is ten years.
**HOW FAR AWAY IS THE GWINNETT CENTER?**
From Athens: About 50 minutes, via GA Route 316. From downtown Atlanta: About 30-45 minutes, depending on where you are.

**HOW LONG IS THE PROGRAM?**
Full-time, Regular Program: Two years: Two semesters during each of two academic years. Summer attendance is optional, but it does not shorten the program. Extended-time, Regular Program: less than three years: eight semesters including summers. Full-time, Advanced Standing Program: one year: one summer and two semesters.

**HOW MANY CREDIT HOURS IS THE MSW PROGRAM?**
Advanced Standing Full-Time Program: 40 semester hours. Regular Program: 60 semester hours. (Same for both full time and extended-time study)

**HOW MANY HOURS/CLASSES PER WEEK WILL I BE TAKING?**
Full-time: About 15 hours per week, in the classroom four or five classes a week. Extended-time: About nine hours per week, in the classroom three courses a week taken over three weeknights (or two nights and a weekend course in special cases).

**WHEN WILL I FIND OUT IF I’VE BEEN ACCEPTED?**
You will be notified approximately six weeks after the February 15th deadline, if your file is complete. Please note that often the G.R.E. delays completion of the file, so please take the exam well ahead of applying.

**IF I AM ADMITTED TO THE EXTENDED-TIME PROGRAM, CAN I LATER TRANSFER TO THE FULL-TIME PROGRAM OR IF I AM ADMITTED TO THE FULL-TIME PROGRAM, CAN I LATER TRANSFER TO THE EXTENDED-TIME PROGRAM?**
Transfers between the extended-time and full-time programs are not encouraged. Exceptions to this rule are made when seats are open in the other program prior to entry into the program. Approval is required by the Director of the MSW Program.

**DO YOU ACCEPT TRANSFER STUDENTS FROM OTHER PROGRAMS?**
Transfer students from other CSWE-accredited MSW programs may be admitted, depending upon the availability of space in our classes. Up to 6 hours of social work course credit may be transferrable. Students who seek a transfer to our school of social work have their transcripts individually evaluated by the Director of MSW Admissions and the Director of the MSW Program for course waivers. Address letters requesting such transfers to the Director of MSW Admissions, University of Georgia, School of Social Work, 279 Williams St., Athens, GA 30602. See transfer policy at the back of this packet.

**I HAVE EARNED SOME OTHER GRADUATE CREDIT (OR EARNED AN EARLIER GRADUATE DEGREE, (e.g., M.ED., MA, MS, PH.D., JD, ETC.). WILL THIS HELP ME GET INTO THE MSW PROGRAM?**
A strong track record as a graduate student (or having earned a graduate degree) is an asset which will be taken into consideration by the Admissions Committee. By itself, however, in the absence of other strong indicators, prior successful graduate work does not guarantee acceptance into the MSW program. Many of our students have sought the MSW degree even with an advanced degree in another discipline. The School of Social Work does not grant social work course credit for life experience or previous work experience.

**WHAT ARE THE REQUIREMENTS FOR INTERNATIONAL APPLICANTS?**
In addition to the application materials outlined above, International applicants are required to submit the following:
1. Test of English as a Foreign Language (TOEFL) score.
2. Two copies of official, original language copy of academic records with certified English translation
3. Documented evidence of financial support.
4. A telephone interview may be conducted with international applicants.

*All of the above documents are to be submitted to the Graduate School.*
WHAT DOES THE MSW PREPARE ME TO DO?

WHAT AREAS OF CONCENTRATION DO YOU OFFER?

Students have the option of completing one of these three concentrations: 1. The Micro Concentration prepares students with knowledge and skills for advanced practice primarily focused on individuals, families, and groups in diverse settings. 2. The Macro Concentration provides students with knowledge and skills in an array of advanced practice roles in the areas of program and policy development, administration, supervision, political advocacy, and community practice. 3. The Integrated/Combined Concentration pools the core curriculum of both the Micro and Macro Practice Concentrations. All concentrations prepare graduates for future professional leadership positions, and they are augmented by a selection of electives.

Community Empowerment and Program Development (CEPD): The CEPD concentration focuses on practice with diverse groups with the primary emphasis on the community as the arena of change. In order to maximize the full potential of each individual and community, this concentration emphasizes program design, development, and management, self-determination and self-help among community action groups, and legislative policy change. The study and application of theories, concepts, strategies, and techniques are designed to address issues of social justice with racial, ethnic, gender, and other oppressed populations.

CAN I GET MY SOCIAL WORK LICENSE WITH MY MSW DEGREE?

The MSW degree is the first step in becoming license-eligible as a clinical social worker in the state of Georgia and most other states as well. The LCSW can be obtained after three years of supervised clinical practice plus passing the state clinical license exam post MSW. Licensure as a Licensed Clinical Social Worker (LCSW) permits independent practice and reimbursement by health insurance providers. Licensure as a Licensed Master Social Worker (LMSW) requires a test and a fee and can be applied for within three months of graduation. This credential is often desirable and is even a requirement for employment in some social service agencies.

THE ADMISSION PROCESS

DO YOU CONDUCT PERSONAL INTERVIEWS WITH APPLICANTS?

You have the opportunity to request an interview. Most who are accepted into the MSW program do not have an interview. The best course of action is to accurately complete the application materials and to patiently wait until you hear from the Admissions Office. If your file is incomplete, you will be notified by email so that you can finish getting in your materials. The committee reserves the right to request a face to face or telephone interview if they deem it appropriate to make a decision. A telephone interview may be conducted with international applicants whose first language is not English.

HOW DOES THE ADMISSIONS PROCESS WORK?

Completed files are examined by the MSW faculty. The faculty votes to recommend or not recommend applicants for the upcoming class. If you wish to have your application considered for the next year’s program, you may request re-activation of your file and specify which program for which you would like to apply.

WHO REVIEWS MY FILE?

Your file is reviewed by the Director of MSW Admissions and faculty members of the School of Social Work. You are asked not to contact any members of the faculty regarding your application. Any communications should be directed to the Social Work MSW Admissions Office, preferably by email.
WHAT SHOULD I DO IF I AM ACCEPTED BUT HAVE TO WITHDRAW?
If you are unable to attend the MSW program in the year that you were accepted and wish to reapply, you should send the MSW Admissions Office an e-mail (sswadmin@uga.edu) or letter requesting that your application be rolled over for the following year. Specify which program you wish to be considered for regular full-time, extended-time, or advanced standing, full-time. Your application will be re-reviewed along with the applications of other applicants in next year’s pool, and a fresh decision will be made to admit or not admit you.

We do not reserve your acceptance from one year to another. You must notify the UGA Graduate School of this request as well.

IF I AM DENIED ADMISSION TO THE PROGRAM WHAT STEPS DO I TAKE TO REAPPLY?
Students who are denied admission to the program must submit a new Graduate School application if they want to be considered for admission at a later date. An appeal can be made at the school, and subsequently, the Graduate School level. Before an appeal is filed, however, the applicant should contact the Director of Admissions to discuss his/her concern. If the applicant’s concerns cannot be resolved, he/she should request a copy of the appeal process for the School of Social Work. This information is sent out through the Office of the Associate Dean. The appeal is handled by the Graduate Coordinator in the School. After this action, the applicant has the opportunity to appeal to the Graduate School.

FINANCIAL AID

WHAT FINANCIAL AID IS OFFERED THROUGH THE DEPARTMENT?
A percentage of the MSW students receive competitively awarded graduate assistantships which typically have paid $1258/month for 13 hours per week of assistance, plus a tuition waiver. In addition there are usually several training assistantships funded through various state social service programs and grants. Students may also qualify for various state and federal loan programs through the UGA Student Financial Aid Office. Your best option is to apply to our program, submitting your financial aid form with your application, and see if any financial aid is offered to you after you have been accepted.

HOW MUCH IS A GRADUATE ASSISTANT PAID?
The payment rate may change slightly per year. During the Fall and Spring semester, graduate assistants received $1258 per month for ten months. However, one of the major benefits of having an Assistantship is the tuition reduction. Graduate Assistants pay a reduced tuition amount of $25 per semester, in addition to the required Student Activity fee in the case of full time students. Summer tuition is free.

IF I AM NOT A RESIDENT OF GEORGIA, WILL I STILL RECEIVE A REDUCED TUITION RATE IF I RECEIVE AN ASSISTANTSHIP?
Yes. If you have an assistantship, the rate is the same whether you have residency in Georgia, or you are an out-of-state student.

HOW ARE GRADUATE ASSISTANTSHIPS DECIDED?
On the assistantship application, financial and academic information is required. Decisions are made based on the information that is supplied in both areas. The Associate Dean and Director of Graduate Admissions review the applications. Ultimately, the Associate Dean makes the final decisions about assistantship awards. School of Social Work Assistantships are based on financial need as well as merit.

WHAT HAPPENS IF I AM NOT SELECTED FOR AN ASSISTANTSHIP?
Applications are kept on file until school starts. Sometimes an assistantship becomes available and the applications are reviewed. While this situation does not happen every year, there might be a few slots that are available later.
Policy on Admission of Transfer Students

We welcome applications from transfer students, providing they meet the requirements outlined in our transfer policy stated below. When you submit the Graduate School application form, include a cover letter indicating that you are requesting consideration as a transfer student, and write Transfer Student on the Graduate School application form.

The following criteria must be met:

1. The applicant is/was enrolled in a CSWE accredited MSW program.
2. The applicant will have completed, at the time of matriculation to the UGA SSW, the entire foundation year of the MSW program (usually two semesters or three quarters of full time study, including a foundation practicum).
3. The student meets the UGA and SSW minimal standards for admission to the MSW program (3.0 undergraduate GPA; 146 GRE verbal score, 3.5 GRE analytical score.)
4. Space is available to integrate the transfer student into an existing cohort.

To apply:

1. Submit all of the materials required by the Graduate School for admission (see checklist, inside front cover).
2. Submit also a statement of the reasons for the transfer; a practicum evaluation; and a recommendation by your advisor.
3. Other MSW Application materials are not required, but may be submitted on a discretionary basis.

Students with less than one full academic year of the MSW program completed will not be accepted as transfer students. Transfer students will have to complete at least 40 semester hours at the University of Georgia in order to receive the MSW from our School. Additionally, course offerings between programs may differ enough that the transfer student may have to attend an additional semester in order to meet all of UGA’s requirements.

Policy on Admission of Non-Degree-Seeking Students

The School of Social Work may admit an applicant as Non-Degree Students who fall into one of the following categories:

1. The applicant already possesses an MSW from a CSWE-accredited program and is seeking additional professional education.
2. The applicant is currently enrolled in any CSWE-accredited MSW program and wishes to take one or more UGA MSW courses for certification or summer electives toward the degree in another location.

All such applications will be processed through the MSW Admissions Office and decided on a case-by-case basis by the Associate Dean and the director of the MSW Program.

We do not admit Non-Degree Students for the following reasons:

1. Applicant wishes to complete some MSW courses to gauge whether they want to apply for regular admission.
2. Applicant lacks the MSW degree but desires additional certification of some sort.
3. Applicant desires to take classes for ‘self-improvement’ or additional education that does not lead to a certificate.

To apply for non-degree status, obtain the Graduate School application packet, send in the two page application form, including a statement of purpose. In a letter, notify the Director of MSW Admissions in the School of Social Work and the Director of the MSW Program of your interest and the specific courses you wish to take in the schedule. Decisions will then be made based on available classroom space.