

Candidate Information	
Complete legal name:	
Name(s) appearing on transcripts, if different from the applicant's current name:	
Student ID (UAFS students only):	Hometown:
Home Phone:	Email:
Cell phone:	Work phone:
Current mailing address:	
Permanent address:	
Are you registered as an international student? Yes No	
If "yes", which country?	

The information in the section below is requested solely for the purposes of reporting data to the Council on Social Work Education and determining compliance with federal civil rights. Your response to the following questions is completely voluntary and will not affect consideration of your application.

Date of birth:	Country of citizenship:	Sex/Gender:
Race/Ethnicity:		
<input type="checkbox"/> White, non-Hispanic <input type="checkbox"/> African American <input type="checkbox"/> Hispanic/Latino/Spanish American <input type="checkbox"/> Asian American <input type="checkbox"/> Alaskan Native <input type="checkbox"/> Other U. S. Minority <input type="checkbox"/> American Indian <input type="checkbox"/> Foreign (in U.S. on student visa) <input type="checkbox"/> Unknown		

Complete BSW Application due on or before
Feb. 8, 2021

Education			
List in order all colleges and universities attended. Attach an <u>unofficial copy of your transcript(s)</u> with this application for admission form. Send official transcript(s) from all institutions attended to the UAFS <i>Office of Admissions</i> (UAFS students do not have to submit transcripts).			
Name and Location	Dates attended	Major	Degree
Total semester hours completed:		Overall GPA:	

Prerequisite Requirements		
Have you completed each of the following courses (or the equivalent) with a grade of C or better? If you are currently enrolled in a course, write EN (enrolled) in the grade column.		
Course Number & Title	College/University & Semester/Year Completed	Grade
SOWK 2103 <i>Introduction to Social Work</i>		
SOWK 3043 <i>Human Behavior in the Social Environment</i>		

Program Standing
Have you attended a BSW program at another institution? Yes No
If dismissed from the program, please state the reason(s) why (attach separate statement if needed)?

Second Language (NOT A REQUIREMENT FOR ADMISSION)
Because having a second language is an asset in social work, it is helpful to know if you have second language ability. Please list any second languages in which you can hold a conversation, e.g. Spanish, Sign Language, etc.
Language:

Volunteer or Field Experiences		
Indicate where internship or placement was completed (i.e. social work, human services, psychology, criminal justice), or indicate volunteer experience.		
Agency/Degree Program	Duties	Dates

Employment		
List all employment. If work experience has been extensive, please attach resume.		
Agency	Location/Job Title	Dates of Employment

References			
Students are required to submit two professional references from college instructors <u>or</u> a work supervisor (one must be from a college instructor). Each category scored as, “unable to judge” will result in a lower score. The person who completes the reference form must <u>return it to you in a signed and sealed envelope</u> . The <u>reference forms must be submitted with the application packet</u> . List your reference’s information below.			
Name	Institution	City, State	Phone Number

Criminal History
Have you ever been convicted of a felony? _____ Yes _____ No
Have you ever been convicted of a misdemeanor? _____ Yes _____ No
Have you ever been convicted of a sex offense against children? _____ Yes _____ No
If you answer “yes” to any of the above, please include a brief explanation in your personal statement. Although a criminal history is not a sole deterrent of admission into the BSW program it may have an impact on the student’s field internship placement and later licensure as a social worker in most states.

Final admission to the program is contingent upon the completion of a satisfactory certified criminal record check, due one month after BSW program orientation in the fall.

Personal Statement
The personal statement provides an opportunity to describe your qualities outside of your academic performance. The committee looks for thoughtful, honest, yet professional narratives, demonstrating excellent writing skills, critical thinking, insightfulness, self-awareness, in comprehensive yet brief responses. The personal statement should be a typewritten, double spaced essay of no more than 3-4 pages. Faculty evaluate statements on punctuation, spelling, grammar, syntax, organization, and the ability to clearly express ideas.

Address the following topics in your narrative:

- **Brief autobiographical sketch** – Discuss your life up to now; your family, friends, home, work, and community. We are interested in those experiences most relevant to you becoming a professional social worker. Discuss any extenuating circumstances which may have affected past academic performance.

- **Values** - Discuss why you want to be a social worker. What is your understanding of the social work profession? What particular areas of social work interest you the most?
- **Experiences** - Discuss employment and/or volunteer work which have contributed to your decision to apply to the Bachelor of Social Work program.
- **Strengths/Challenges** - Discuss any strengths you feel you currently possess which may help you in the field of social work. Discuss any weaknesses or characteristics you feel you will strive to improve or change in order to function as a competent social worker. (Example: personal characteristics, intervention skills, communication skills, knowledge base, criminal/legal challenges, etc.)
- **Summary** - Provide a final summary of your statement, highlighting what you consider are the most important points of your essay for the admission committee to know about your application to the Bachelor of Social Work Program.

Formal Commitment to Abide by the NASW Code of Ethics and Associated Expectations

It is understood that in applying to the Social Work Program at the University of Arkansas – Fort Smith the applicant is aware of the necessary commitments to the rigors of undergraduate study and professional social work. Each applicant is also understood to have read and agreed to the standards of ethics and professional behavior as described in the National Association of Social Workers (NASW) Code of Ethics available at [NASW Code of Ethics](#). The Social Work Program reserves the right, on the basis of its academic and professional judgment, to recommend that an applicant be denied admission or to recommend dismissal of an admitted student whose academic record or performance in field instruction does not meet minimal expectations or whose performance is not consistent with the accepted standards for professional behavior (as described in the *NASW Code of Ethics*). The Social Work Program reserves the right to rescind any decision made in reliance upon any statement you provide which is untrue, and to take appropriate action.

Your signature certifies that you have read and understood the above statement and that all materials you have submitted for consideration by the Admissions Committee are complete and accurate.

Print Full Name

Signature of Applicant

Date

Certification

I understand that failure to submit all required materials, changing this form, withholding information requested on this form or giving false information may make me ineligible for admission to the Bachelor of Social Work program at the University of Arkansas – Fort Smith or subject to dismissal. I certify that the statements I have made on this form are correct and complete.

Signature of Applicant

Date

It is the policy of the University of Arkansas - Fort Smith and the Social Work Program to be in full compliance with all federal and state nondiscrimination and Equal Opportunity laws, orders, and regulations relating to age, race, sex, religion, disability, national origin, sexual orientation, or status as a disabled veteran or a veteran of the Vietnam era. Additionally, in accordance to the NASW Code of Ethics, the Social Work Program does not discriminate in regards to political preference or English as a second language.

Application Checklist

- ___ Completed the following **coursework**:
 - Minimum of 35 general education hours towards degree completion.
 - Intro to Social Work (SOWK 2103)
 - HBSE (SOWK 3043)
 - English composition requirement, Intro to Speech Communication (SPCH 1203), Intro to Sociology (SOCL 2753) & Intro to Psychology PSYC 1163 or their equivalents
 - Grades of C or better for all of the above courses
- ___ Minimum **2.00 Cumulative GPA** for all college course work
- ___ Fully complete and signed **BSW Application Form**
- ___ A **photo of the applicant** (4" x 6") in professional or professional causal dress, dress as if you're going to a job interview of church.
- ___ Typed and printed **personal statement**
- ___ A unofficial copy of your UAFS **academic transcript**
- ___ **Two professional references**, at least one from a college course instructor (non-social work) using the provided forms in signed/sealed envelopes.
- ___ All of the above may be mailed or delivered in person (Social Work Program, Ballman-Speer Bldg., Room 105) in a large manila envelope.

Dr. Vaughn DeCoster
UAFS Social Work Program
Ballman-Speer 111
P.O. Box 3649
Fort Smith, AR 72913-3649

Complete BSW Application due on or before
Feb. 8, 2021

Bachelor of Social Work (BSW) Degree Reference

Name of Applicant: _____

Name of Reference: _____

This recommendation will become a part of your admission file it will be used solely for admissions consideration and will not be disclosed to any unauthorized individual without your consent. If you are admitted to the BSW Program, you will be accorded access to its contents unless you voluntarily waive your right of access.

Notice of Waiver

I am aware of my rights under the Family Educational Rights and Privacy Act of 1974 to have access to letters of recommendation written on my behalf. You must sign and indicate whether or not you wish to waive your right of access.

____ I would like to have this reference written in confidence, and I, therefore wish to waive my right of access to this reference.

____ I wish to retain rights of access should I be admitted to the BSW Program.

Signature of Applicant

Date

To The Evaluator

The applicant listed above has selected you as a reference. Completion of this form and a frank assessment of the applicant will assist the Admissions Committee in determining if the candidate should be admitted to the BSW Program. Under the 1974 Family Education Rights and Privacy Act, the applicant will have access to this recommendation unless he/she has waived that right.

The BSW degree involves an intensive program of study with an expectation that the applicant will have a commitment to a professional career of serious responsibility. Sound intelligence, good judgment, the ability to think clearly and communicate effectively are vital qualifications. Equally important are basic interpersonal skills, exemplified by good relationships with others. Emotional stability and maturity are essential for social work practice. Although people continue to grow and mature, a person who enters a professional program without a good degree of readiness in all areas risks failure. Motivation to enter the field of social work should include an awareness of social issues as well as a concern for people.

Please answer the questions on the form as fully as possible. After completing this form, please place it in an envelope, seal the envelope, and sign it across the seal. Additional observations by letter are acceptable if accompanied by the completed reference form. **Return the signed, sealed envelope to the applicant by the deadline indicated.** Thank you for your assistance.

Sincerely,



Dr. Vaughn DeCoster, LCSW, ACSW
Professor / Director – Social Work

Please answer the following questions in the space provided or on an additional sheet, a separate letter is optional.

1. In what capacity and how long have you known the applicant?

2. Based on your direct contact or knowledge, evaluate the applicant's performance of assigned tasks. Indicate the nature of the experience and give examples.

3. What do you consider the applicant's strengths as a candidate for professional education in social work?

4. In what areas, and to what degree, does the applicant need to be strengthened as a potential professional social worker?

5. Utilizing the table below, please evaluate the applicant in each category.

	Unable to Judge	Below Average	Average	Above Average	Excellent
Level of maturity					
Intellectual ability					
Emotional stability					
Communication skills: written					
Communication skills: verbal					
Responsibility					
Understanding of self					
Ability to respect and work with diverse populations (class, race, culture, age, ethnicity...)					
Ability to work with others					
Ability to analyze a problem and develop a solution					
Willingness to accept direction and/or supervision					
Commitment to work toward solving social problems					
Interest in the field of social work					

RECOMMENDATION:

____ Yes, I highly recommend this applicant for admission
 ____ Yes, I recommend with reservation

____ Yes, I recommend
 ____ No, I do not recommend for admission

 Signature of Reference

 Date

 Agency/Organization

 Title/Position

Bachelor of Social Work (BSW) Degree Reference

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Name of Reference: _____

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Ability to work with others					
Ability to analyze a problem and develop a solution					
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Commitment to work toward solving social problems					
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