SCHOOL OF SOCIAL WORK
NEW MEXICO STATE UNIVERSITY

MASTER OF SOCIAL WORK
PROGRAM

Regular Full-time/Part-time

APPLICATION INFORMATION
ACADEMIC YEAR 2016/2017

A Council on Social Work Education
Accredited Program Since 1991

Priority deadline for submitting applications is January 15, 2016.
SCHOOL OF SOCIAL WORK MSW ADMISSION AND RETENTION POLICIES:

ADMISSION TO THE MSW PROGRAM

Social work is a profession that is committed to serving individuals, families, groups, organizations and communities representing the fullest diversity of our society. This diversity may be evidenced on the basis of race, color, sex, sexual orientation, age, religion, national origin, marital status, political belief, mental or physical disability, or any other personal characteristic, condition or status. In the interest of serving the diverse populations found within our society, the School of Social Work places an emphasis on recruiting students who reflect and value diversity. The School encourages applications from students representing people of color, historically oppressed groups, and sexual minorities. Thus, the MSW Admissions Committee not only uses the applicant’s GPA as a criterion for admission, but also considers other factors including cross-cultural experiences, references, volunteer work, the personal statement, and the applicant’s resume.

Acceptance into the social work program will be based upon:

1. An assessment of the student’s capability to achieve academic success;
2. The possession of a value base that is consistent with professional social work values and ethics
3. The student’s interest in and commitment to the profession of social work
4. Personal characteristics which will enable the student to render effective assistance to those in need.

Members of the Admissions Committee individually rate applicants, and subsequently make the recommendation of acceptance or denial. As professional social workers, the admissions committee renders not only an objective appraisal of the applicant based upon grades and courses taken, but also renders a professional judgment about the applicant’s overall fit and suitability for the profession.

APPLICATION PROCESS

- All applicants must submit a single electronic application for admission to both the NMSU Graduate School and the NMSU School of Social Work (there is not two separate applications.) This application can be found on the NMSU Graduate School website at the “APPLY NOW” button: http://gradadmissions.nmsu.edu/ or on the School of Social Work website: https://socialwork.nmsu.edu/generalist/msw/msw-apply/ under “STEP TWO”.
- Please use the Graduate School website http://gradadmissions.nmsu.edu/ for all current information related to your Graduate School application.
- International students will find additional information and the international student application at the NMSU International Student & Scholar Services website: http://isss.nmsu.edu/index-2/. You may also contact the Graduate School by email at gradinfo@nmsu.edu or by telephone at (575) 646-5746.
If you are applying to the dual MSW/MPH degree program please clearly mark your intention on the Graduate School application form.

Your Graduate School/MSW Application packet must include one transcript from each college or university you attended. Unofficial transcripts may be uploaded to the Graduate School/MSW Program application, but Official transcripts (registrar to registrar) are required by the Graduate School if admission is granted. The Graduate School will not accept unofficial transcripts. Be sure that transcripts are sent under your current name. Transcripts may be lost if they are not identical to the name on the application. If academic work is in progress at the time of filing the application, request that a final transcript be sent upon completion of study. Admission to the program cannot be granted without an official transcript indicating receipt of a bachelor’s degree. Allow plenty of time when requesting transcripts. Your Graduate School application cannot be reviewed until all transcripts are received.

Step-One

Review departmental application requirements in this MSW application packet which can also be found on the School of Social Work website: http://socialwork.nmsu.edu/generalist/msw/msw-apply/

Step-Two

All applicants must apply to the MSW Program through the Graduate School. The Graduate School application site will allow you to submit your graduate application, unofficial transcripts and required MSW application documents together. This application can be found on the NMSU Graduate School website at the “APPLY NOW” button: http://gradadmissions.nmsu.edu/ or on the School of Social Work website: https://socialwork.nmsu.edu/generalist/msw/msw-apply/ under “STEP TWO”.

TWO-YEAR FULL-TIME PROGRAM OR THREE YEAR PART-TIME PROGRAM:

To be considered for admission, an applicant must have a:

1. **Bachelor’s Degree in a liberal arts major from an accredited institution.** Coursework for the degree must include at least *one course containing content in human biology*. Applicants who do not have a course containing human biology content will be expected to complete such a course prior to their beginning the MSW program. This requirement may be met by a variety of offerings from educational institutions throughout the country. This includes correspondence and online offerings.

   **OR**


2. **Cumulative grade point average of 3.0 on a 4.0 scale.** In some instances, the School of Social Work will consider a 2.75 to 2.99 GPA for admission on a provisional basis. *Applicants who are admitted provisionally due to GPA below 3.0 may be required to enter the part time program.* Students admitted on provisional standing must maintain a 3.0 GPA in the first semester in order to continue in the program.

   **Applicants, who have a cumulative undergraduate GPA below a 2.75,** can demonstrate their capacity for graduate level work by taking 9 credit hours of graduate level coursework and obtaining a cumulative GPA of 3.0. Once you have completed this coursework, you may then apply to the MSW program.

3. **Basic Statistics Course Requirement:** Document on the MSW Application Form that you have taken a beginning statistics course at an accredited university (online or face to face). This requirement must be satisfied prior to the start of the MSW program. If you have not taken the course at the time of application please provide your plan to take the course prior to the start of the program.

4. Completion of steps under “**Application Materials Required for Admission to the Regular Full-Time/Part-Time MSW Program**”: 


APPLICATION MATERIALS REQUIRED FOR ADMISSION TO THE REGULAR (60 cr.) MSW PROGRAM (Full-time or Part-time)

The following application materials are only for admission to the regular 60 credit hour MSW program. If you are applying for advanced standing, please obtain an “Advanced Standing” MSW application packet. The following application materials should be included in the electronic application. Your application packet must include all of the following items at the time of submission:

1. **A completed electronic MSW Program online application form**

2. **A current and complete resume.** The resume should include the start and end dates for entries as appropriate and a full description of all paid social and human service employment, volunteer work, special awards and honors. It is important for you to be as complete as possible as you are evaluated in part on this information. Make sure you indicate the university where you received your current degree.

3. **Three (3) letters of reference:**
   a. Type the name and contact information for each reference in the electronic MSW application. (‘Recommendations’ → ‘Add a Provider’).
   b. An email will be automatically generated and sent to each reference. The email will include a rating sheet as well as instructions on how to upload the letter of reference.
   c. In order to insure confidentiality, the applicant will not have access to the uploaded letters of recommendation. Applicants may contact the MSW Academic Advisor for verification of letters of recommendation received.

   We ask that you provide the following references:
   - one academic reference
   - one employment supervisor reference, and
   - one community or volunteer program representative reference

   (We do not accept references from family members or family friends.)

4. **Personal statement**
   As part of the admissions process, we ask that you write a personal statement about your personal and professional history, your interest in and motivation for social work education, and your future plans. The Admissions Committee will also use this statement to assess your writing communications skills, a skill necessary for our program and for social work practice.
PERSONAL STATEMENT GUIDE:

In the personal statement, do the following:

- Write thoughtfully and clearly and address all 7 questions.
- Clearly number your answers to correspond to the number of the question being addressed. Repeat the question for ease in reading by the reviewer.
- Demonstrate your graduate-level writing skills by answering questions in a way that shows your ability to follow directions, write ideas coherently, use abstract thinking, and use proper grammar and syntax.
- Your personal statement should be 9-11 pages, use a size 12 font, and insert page numbers and double space.

1) Motivation and Commitment for the Social Work Profession: (2 pages)
   - Discuss your life experiences and other factors (personal, political, social, professional, therapeutic, and educational, etc.) that you feel have contributed to the development of who you are today.
   - Discuss how you came to develop an interest in the profession of social work and to apply to the program at NMSU.
   - Discuss your career goals after you complete the MSW degree program.

2) Critical Thinking/Social Issue of Concern: (1–2 pages)
   - Identify a social issue of concern to you.
   - Discuss your understanding of this issue and possible societal responses to it.

3) Personal Strengths, Skills, Knowledge, Qualities and Limitations: (1–2 pages)
   - Assess your personal (physical, emotional, and intellectual) strengths and limitations?
   - Give examples of your skills, knowledge and personal qualities that you believe would make you an effective professional social worker.
   - Are there other issues you want to share about yourself that would give the admissions committee a better idea of who you are?

4) Ethics and Values: (1–2 pages)
   The National Association of Social Work’s Code of Ethics promotes the value of respect for individuals regardless of age, culture, class, ethnicity, disability, gender, national origin, race, religion, or sexual orientation. Social work’s core values are service, social justice, dignity and worth of the person, importance of human relationships, integrity and competence.
http://socialwork.nmsu.edu/generalist/msw/msw-apply/

- How are your personal values compatible or incompatible with the social work profession’s core values?
- How will you reconcile any conflicts between your personal values and the requirements of the profession?

5) **Diversity of Experience and Volunteer and/or Work Experience** (1 page)
   - Give an example of a meaningful experience as a volunteer or employee in the human services

6) **Cultural Diversity Experiences** (1 page)
   - Discuss your experiences with diverse cultures. Give examples of your experience with some if not all of the following: different age groups; people from different ethnic, cultural, religious and/or national origin backgrounds; people with different sexual orientations, people with disabilities, and gender.
   - Discuss with which of these populations you are most and least comfortable interacting and working.

7) **Social Support and Financial Plan** (1 page)
   - MSW students in the regular Full-time or Part-Time program will be taking one field work course each semester for a total of four semesters.
     - Full-time students will begin field placement during their first semester
     - Part-time students will begin field placement during their third semester.
   - Fieldwork will entail approximately 15-18 hours weekly in a human service agency/setting typically open during the day, Monday-Friday).
   - MSW courses are generally scheduled on Mondays & Wednesdays, leaving Tuesdays & Thursdays for field practicum.
   - As a result of the field practicum requirement, students who are working full-time will to arrange for part-time employment, educational leave, or sufficiently reduced hours in order to complete the 15-18 hours of field practicum each week.

**Based upon the above information, please answer the following questions:**

1. Given both the classroom-based coursework and the field practicum placement requirements, please explain in detail how you plan to support yourself financially so that you can complete the Master of Social Work Program at New Mexico State University.
2. Specifically, how do you plan to arrange your work schedule?
3. What other forms of support do you have that will help you?
FOREIGN STUDENT APPLICANTS must submit a Certificate of Support (GS Form 00) and TOEFL (Test of English as a Foreign Language) score if the applicant is from a non English-speaking university.

FIELDWORK (PRACTICUM) will require a commitment of approximately 15 to 18 hours weekly in a human service setting during regular business hours, in addition to a weekly scheduled field seminar and related seminar assignments. Students will likely need to arrange for part-time employment, educational leave or sufficiently reduced hours to complete the two years of practicum.

GRADUATE ASSISTANTSHIPS: There are a limited number of Graduate Assistantships available through the School of Social Work.

Students eligible to apply for Graduate Assistantships need to meet the following requirements:

- Acceptance and subsequent registration in the NMSU Graduate School and the School of Social Work
- Classification as a “full time” graduate student (enrolled in a minimum of 9 graduate credit hours)
- A 3.0 grade point average

Graduate Assistantship information, application form, and reference forms can be found at the bottom of this page: http://socialwork.nmsu.edu/generalist/msw/msw-apply/

APPLICATION TIMELINE:
Deadline for submission of applications is January 15, 2016

Applications will continue to be accepted after January 15, 2016 although there is no guarantee they will be reviewed. Submission of application by January 15 is strongly encouraged.

Please insure that all of your materials for both the Graduate School and School of Social Work have been submitted upon completion of your application. Incomplete applications will not be considered.