

**UNIVERSITY OF WISCONSIN – GREEN BAY  
SOCIAL WORK PROFESSIONAL PROGRAMS**

**BSW ADMISSIONS APPLICATION**

**THE APPLICATION CHECKLIST:**

The following must be submitted to complete the application process:

- A completed Admissions Application form (must be typed).
- Unofficial Transcripts:
  - Students currently taking courses at UWGB only need to submit transcripts for any courses they are currently taking at another institution
  - Students not currently taking courses at UWGB must submit unofficial transcripts of all post-high school academic work taken within the past 5 years.
- One reference evaluation survey (submitted directly by reference person).

**ALL OF THE ABOVE ITEMS MUST BE RECEIVED PRIOR TO  
THE APPLICATION DEADLINE. INCOMPLETE APPLICATIONS  
WILL NOT BE REVIEWED.**

**Email Materials to:  
socialwork@uwgb.edu**

NOTE: This form requires Adobe Reader which can be downloaded for free at:  
<http://get.adobe.com/reader/>

For Office Use Only:

Overall Cumulative GPA:

## APPLICATION PART A

### I. APPLICANT CONTACT INFORMATION

1. Your Name:  Date:
2. Student I.D.
3. Email Address:
4. Permanent Address:  
Street:   
City:  State:  Zip:   
Telephone:

### II. ACADEMIC PLANS

5. Are you interested in pursuing an emphasis in Social Work (not required)? Check all that apply.  
 No  
 Child Welfare Emphasis  
 Substance Abuse  
 Emphasis Unsure

Note: If unsure about the child welfare emphasis and/or the substance use, please visit our website for more information: <https://www.uwgb.edu/social-work/bsw-program/the-bsw-curriculum/>

6. Social Work is a professional degree that does not require a complimentary major or minor(s). However, social work faculty encourage a double major, or double minors that may complement your studies in social work. If you have declared any other major or minor(s), please list them here:

Additional Program Study:

  

Major/Minor:

 Major     Minor  
 Major     Minor

7. What is your anticipated date of graduation?

### III. ELIGIBILITY TO APPLY CHECKLIST

8. Have you been admitted or are you currently enrolled at UW-Green Bay?

Yes     No

9. Will you have completed 48 credit hours at UWGB or at another institution before you begin your fall social work classes? Note: Transcripts must demonstrate these will be completed before fall and, in the case of transfer students, are transferable for credit at UWGB (i.e., your UWGB transcripts must demonstrate you have either completed the credits or are registered for the credits in a semester that will conclude before the start of fall social work courses).

Yes       No

10. Is your cumulative GPA higher than 2.50? Note: You need a minimum cumulative GPA of 2.50 in all college level academic work taken during the past 5 years. (Note: Applications with GPAs close to 2.50 may be considered if the applicant shows major strengths in other areas.)

Yes       No

List your cumulative GPA:

11. Please indicate below the required support courses you have completed or are currently enrolled.

Transcripts must demonstrate you will have completed at least 4 of these courses, **before** beginning the program in fall. [Note: You are strongly encouraged to complete WF 105 and your Statistics course *before* beginning the major. If you do not, you will be required to take those classes your first fall in the social work program.] Details about these supporting courses can be found at:

<http://catalog.uwgb.edu/undergraduate/programs/social-work/major/>

- |   |   |
|---|---|
| <input type="checkbox"/> WF 105 (formerly ENG COMP 105) | <input type="checkbox"/> SOC WORK 275   |
| <input type="checkbox"/> PSYCH 203                      | <input type="checkbox"/> STATISTICS     |
| <input type="checkbox"/> GOVERNMENT                     | <input type="checkbox"/> HUMAN BEHAVIOR |
| <input type="checkbox"/> SOCIAL ENVIRONMENT             | <input type="checkbox"/> SOCIAL THEORY  |
| <input type="checkbox"/> WOMEN'S STUDIES                | <input type="checkbox"/> BIO SCIENCE    |
| <input type="checkbox"/> ETHNIC STUDIES                 |   |

12. Other colleges or universities attended:\*

<u>College/University</u>	<u>Dates Attended</u>	<u>Degree/Major</u>
<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"/>

\*Documentation of courses completed between the time of application and admissions review may be requested before final admissions decisions are made.

#### **IV. BSW PROGRAM ORIENTATION REQUIREMENTS**

Once admitted to the BSW Program, you will be required to attend a mandatory meeting with your Social Work Advisor. The meeting will occur shortly after admission to the major and will focus on a general overview of the BSW Program requirements and academic advising. Additionally, you are required to complete a mandatory Orientation to the Social Work Program; details on the Orientation will be included in your acceptance letter. Your acceptance into the major will not be considered complete until you have completed both these requirements. Distance learning technologies may be substituted for a face-to-face meeting for extenuating circumstances.

#### **V. CRIMINAL BACKGROUND AND CAREGIVER BACKGROUND CHECK**

Criminal background and caregiver background checks may be required for your field placement and are a required component of obtaining Social Work certification/licensing. The results of the checks may determine your ability to obtain a field placement or employment in particular areas and/or Social Work certification in the state of Wisconsin. Please review the information under “Admissions Procedures” on our website for more details: <https://www.uwgb.edu/social-work/bsw-program/admissions-procedures/> (BSW). If you have any questions or concerns based on your particular situation, please contact the Social Work office, and you will be directed to the appropriate Program Coordinator ([socialwork@uwgb.edu](mailto:socialwork@uwgb.edu); 920-465-2049).

#### **VI. REFERENCE LETTERS**

Please use the link below to submit contact information for one person willing to complete a reference evaluation survey on your behalf. This should be an academic (e.g., a college professor) or professional (e.g., a supervisor or co-worker from an employment, volunteer, or other membership experience) reference from someone in a position to evaluate your potential as a professional social worker. References from personal friends or family members will not be accepted; your application will be considered incomplete until an appropriate reference evaluation is received by the BSW Program.

Once you have submitted the contact information via the link, a reference evaluation survey will be automatically sent to the person you identified. Their completed evaluation survey must be received by the BSW Program by the application deadline for your application to be considered complete. It is your responsibility to ensure your reference meets this deadline. You are strongly encouraged to seek permission from your reference before submitting their contact information, and inform them of the deadline.

Only one letter will be reviewed with your application. If more than one letter is submitted, the Committee will review the first letter submitted, unless informed by the applicant in writing of a preference to have a different letter reviewed.

Reference Evaluation Request Link:  
[https://uwgreenbay.ca1.qualtrics.com/jfe/form/SV\\_a4Tt9Uo9Ch5FLng](https://uwgreenbay.ca1.qualtrics.com/jfe/form/SV_a4Tt9Uo9Ch5FLng)

Helpful guidelines on selecting an appropriate reference are available at:

<https://www.uwgb.edu/careers/professional-toolkit/resumes/>.

**VII. OTHER PROGRAMMING INFORMATION: CONFIDENTIAL and OPTIONAL**

The Social Work Professional Programs at the University of Wisconsin-Green Bay is an accredited program. As such, it keeps a variety of data on those who apply to the Program. The following information is not required and does not affect the status of your application, but it is used for statistical purposes. If you are comfortable providing us with the following information, it would be appreciated.

Your age:  Gender:  Racial or ethnic origins:

Are you (or any of your siblings) the first in your immediate family to attend a four-year university or college?

Yes       No

Do you consider yourself a member of a minority group that is not racially or ethnically oriented?

Yes       No

If yes, please explain:

## VIII. CONFIRMATION AND SIGNATURE

My electronic signature below indicates that the information provided is truthful and accurate. It further signifies that I am aware that if I am admitted to the BSW Program, my acceptance is contingent upon completion of the program orientation and meeting with my program advisor, as well as continuing to meet both academic and non-academic retention standards (see: <https://www.uwgb.edu/UWGBCMS/media/social-work/2021-22-BSW-Student-Handbook.pdf> for standards).

I understand that an admission's decision letter will be emailed to my UWGB email account within 3 weeks of the application deadline and that I am responsible for completing any tasks identified in the letter.

(type first name)

(type last name)

(date: mm/dd/year)

## APPLICATION PART B

### I. PERSONAL STATEMENT/WRITING SAMPLE

Respond to each of the questions below. This personal statement will be reviewed for the thoughtful reflection given each question. In addition, your writing skills will be assessed. [Note: The fillable application form does not provide tools for spelling or grammar check.]

1. Describe your previous volunteer, work, and/or life experiences and **explain how those experiences have prepared you** for the social work profession.

2. Describe (with examples) your specific skills and abilities and how these skills and abilities will complement your work as a professional.

3. There are six core values of the social work profession (Please review the core values in the link provided below). Identify which of these values speaks to your desire to become a social worker and why.

<https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>

4. Optional: Please use this space to provide explanation or justification for any areas of your application you want the Admissions Committee to consider (e.g., missing application criteria, low GPA, additional accomplishments, minimal related experience, etc.).