

**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)? Select one only.

- ☐ No  
☐ Child Welfare Emphasis  
☐ Behavioral Health Emphasis  
☐ Emphasis Unsure

Note: If unsure about the child welfare or behavioral health emphases, 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:

- |                                |                                |
|--------------------------------|--------------------------------|
| <input type="checkbox"/> Major | <input type="checkbox"/> Minor |
| <input type="checkbox"/> Major | <input type="checkbox"/> 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 *before* beginning the major. If you do not, you will be required to take it your first fall in the social work program.] Details about these supporting courses can be found [here](#).

- ☐ WF 105 (formerly ENG COMP 105)
- ☐ PSYCH 203
- ☐ STATISTICS
- ☐ MICRO-LEVEL SYSTEMS
- ☐ MACRO-LEVEL SYSTEMS
- ☐ DIVERSITY, EQUITY, INCLUSION
- ☐ GENDER IDENTITY AND SEXUAL ORIENTATION

12. Other colleges or universities attended:\*

College/University

Dates Attended

Degree/Major

\* 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 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 this requirement.

#### **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. 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 established by the program.

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

### IX. 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.]

Please note that all university employees have obligations under [Title IX](#), the [Clery Act](#), and [Executive Order #54](#) to report incidents of sex or gender-based discrimination or violence, and all disclosures of child abuse, even if a person is age 18 or over. This means that if a person discloses such an experience to an employee (including in written materials such as this application), that information is not confidential and the employee must forward such reports, including names and circumstances, to the University's Title IX Deputy Coordinator. Should a report be made, the Title IX Coordinator will reach out to provide resources, support, and information after receiving a report, but no one is required to respond to such outreach. If the person disclosing such an experience is under the age of 18, the Title IX Deputy Coordinator has additional reporting requirements. Students who have experienced such behavior may obtain confidential support from the Wellness Center (920-465-2380) and the Sexual Assault Response Coordinator (920-465-2609). To report sexual misconduct or sex discrimination, contact the Deputy Title IX Coordinator (920-465-2609), or University of Wisconsin – Green Bay Police (920-465-2300). For more information, see <https://www.uwgb.edu/title-ix/>.

1. How do you plan to use your social work degree to make meaningful change with both individuals and communities? [Note: Please refer to the statement above when deciding what to share.]

2. What do you believe is one of the most pressing social issues today, and how would you address it as [future?] social worker? [Note: Please refer to the statement above when deciding what to share.]

3. There are [six core values](#) of the social work profession. Which value do you believe is most critical today, and how would you advocate for it as a social worker?

4. Social workers often have to juggle competing demands. Similarly, as a social work student you will have to juggle your classes and coursework, a practicum placement, and your other obligations (e.g., employment, family, friends, etc.). Using concrete examples, please explain how you will prioritize your obligations and accomplish these responsibilities.
5. 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.).