



MSW STUDENT **HANDBOOK**



SCHOOL OF SOCIAL WORK



UNIVERSITY OF
ARKANSAS

J. William Fulbright College of Arts & Sciences
School of Social Work
479.575.5039 | socialwork.uark.edu

University of Arkansas School of Social Work
MSW Student Handbook
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I. Welcome to the School of Social Work

As MSW program director, I would like to personally welcome you to the MSW Program. I hope the information in this Handbook will ease your transition to graduate studies and provide guidance as you move through the program. We are delighted you have chosen the University of Arkansas School of Social Work to pursue your graduate studies.

Professional social work is challenging, rewarding, and filled with exciting opportunities. It is also clearly not a profession suited to everyone. Because you are joining the graduate program, our assumption is that you have decided it is the career for you and that you accept the responsibilities and opportunities associated with membership in the profession. The faculty and staff of the School are committed to preparing you to meet the significant challenges addressed by social workers with advanced degrees in an ever-changing world and to acquainting you with the many rewards of professional social work.

While a graduate student with us, you will explore social work from many vantage points. You will be asked to examine your values and beliefs in the contexts of those of the profession and of the populations served by social workers. You will explore a wide range of theories about human behavior and the environments in which humans live. You will learn a range of practice skills used by social workers in our efforts to serve and advocate for the individuals, families, groups, organizations, and communities with whom we work. You will learn to analyze and advocate for social policies to improve the conditions of vulnerable populations. You will grapple with the complexities of human diversity and social and economic justice. You will examine existing research methodologies and learn a range of research skills to help advance evidence based social work practice. You will become acquainted with and use new technologies available to social workers. And, perhaps most important, through your field internship experiences, you will have the opportunity to apply what you learn in real life social work practice contexts.

As you will find, our MSW program is designed to prepare leader/practitioners for advanced practice with multiple systems across the life course. We are particularly concerned that you leave this program with the leadership skills, tools, and values you need to advance the mission of the profession, especially in terms of reducing poverty and assisting vulnerable populations in moving toward self-sufficiency and well-being.

I wish you much success in your graduate social work education at the University of Arkansas School of Social Work.



Sara Collie, MSW Program Director
School of Social Work

UA Commitment to Equal Opportunity Education

The University of Arkansas School of Social Work is committed to the policy of providing educational opportunities to all qualified students regardless of their economic or social status, and will not discriminate on the basis of race, color, sex, creed, sexual orientation, disability, veteran's status, age, marital or parental status, or national origin.

The UA Campus Council

The Campus Council of the University of Arkansas, Fayetteville, does not condone discriminatory treatment of students or staff on the basis of age, disability, ethnic origin, marital status, race, religious commitment, sex or sexual orientation in any of the activities conducted upon this campus. Members of the faculty are requested to be sensitive to this issue when, for example, presenting lecture material, assigning seating within the classroom, selecting groups for laboratory experiments, and assigning student work. The University faculty, administration, and staff are committed to providing an equal educational opportunity to all students.

University of Arkansas Mission

The mission of the University of Arkansas is to provide an internationally competitive education for undergraduate and graduate students in a wide spectrum of disciplines; contribute to new knowledge, economic development, basic and applied research, and creative activity; and provide service to academic/professional disciplines and society, all aimed at fulfilling its public land-grant mission to serve Arkansas and beyond as a partner, resource, and catalyst.

School of Social Work Mission

As purposeful social work leader-practitioners we strive for cultural, racial, and anti-oppressive justice and greater understanding through student-centered experiential learning, world-class research, and relentless community engagement because we truly believe Arkansas can be a land of opportunity.

School of Social Work Goals

The goals of the School of Social Work flow from its mission and provide direction to its education, research, and service/outreach units including: the BSW, the MSW program, and the Academic Partnership in Public Child Welfare. These goals are to:

- (1) Provide excellence in professional baccalaureate and master's social work education with special attention to poverty reduction and the integration of new technologies.

- (2) Conduct, disseminate, and apply social work research through faculty, student, and professional staff efforts, particularly in the broad area of poverty reduction.
- (3) Provide outreach/services in the forms of training, consultation, and continuing education to help address the needs of diverse vulnerable people locally, nationally, and globally.
- (4) Prepare students for life-long and interdisciplinary learning including graduate and post-graduate education required in a global context with ever expanding knowledge.

The goals and objectives of the BSW program at the University of Arkansas, Fayetteville are consistent with the teaching, research, and service missions of the University. The University serves as the major center of liberal and professional education and as the primary land-grant campus in the state.

II. MSW Program Mission

The mission of the University of Arkansas MSW program is to use the body of knowledge, values, and skills of the social work profession to:

1. Develop new social work knowledge through the conduct of research in the spirit of scientific inquiry and the use of new technologies, especially in the area of poverty reduction;
2. Educate competent and effective advanced generalist leader-practitioners who use the MSLC perspective, and who are committed to fundamental social work values including service, social justice, integrity, the dignity and worth of every person, competence and human rights; and
3. Apply research findings in outreach efforts through service and leadership in the development of social service delivery systems and advocacy efforts to improve the quality of life of poor, oppressed and other vulnerable persons, families, groups, organizations and communities in Arkansas, nationally, and globally.

MSW Program Goals

1. Prepare graduates for advanced independent professional social work practice grounded in a solid liberal arts and professional foundation of knowledge, skills, and values focusing on strengths perspective and person-in environment.
2. Prepare graduates for advanced, empirically based professional social work practice from a multi-systems life-course perspective.
3. Prepare graduates for advanced social work practice with a firm grounding in strategies and tactics for poverty reduction in a range of constantly changing contexts, including interdisciplinary collaborative learning across system levels in Arkansas, nationally, and globally.

4. Prepare graduates for advanced professional social work practice who are skilled in the use of a variety of technologies and techniques for direct practice including research, intervention, and advocacy across the range of social systems with sensitivity to the diverse needs of persons across the life course.
5. Prepare graduates for advanced practice emphasizing collaborative and assets-based practice approaches to prepare non-profit, public, and private sector leader/ practitioners committed to social and economic justice who are skilled in the use of a variety of technologies and techniques for practice in community and organizational development, management, and finance.
6. Prepare advanced professional social work practitioners for evidence-based, life-long learning – including, but not limited to, PhD preparation.

MSW Program Competencies (2015 EPAS)

1. Demonstrate ethical and professional behaviors.
2. Engage diversity and difference in practice.
3. Advance human rights and social, economic, and environmental justice.
4. Engage in practice-informed research and research-informed practice.
5. Engage in policy practice.
6. Engage with individuals, families, groups, organizations, and communities.
7. Assess individuals, families, groups, organizations, and communities.
8. Intervene with families, groups, organizations, and communities.
9. Evaluate practice with individuals, families, groups, organizations.

III. Curriculum

Curriculum Overview

The purpose of the MSW program is to prepare advanced level professional social workers as leaders/practitioners with the capacity to address complex personal, social, community, and economic problems preventing people with markers of disadvantage, especially in Arkansas, from moving out of poverty to achieving self-sufficiency and well-being. The MSW program includes four program options:

- The **Regular (2-year)** full-time program (63 credit hours) is designed for students entering the program without a CSWE accredited bachelor's degree in social work. This option includes one year of foundation curriculum and one year of advanced concentration curriculum.
- The **Extended (3-Year)** program (63 credit hours) is an extended version of the Regular (2-year) program that allows students to take a reduced number of credit hours per semester (6-9) while completing the foundation curriculum and then move to full-time in their 3rd year for the advanced

concentration.

- The **Advanced Standing** (12-month) full-time program (39 credit hours) is designed for students with a bachelor's degree in social work from a CSWE accredited program, obtained within the past six years.
- The **Online Advanced Standing** (12-month) full-time program (39 credit hours) allows students to complete their MSW degree requirements from their home locations. Field internships are also arranged in the vicinity of each student's location. Admission requirements are the same for both Advanced Standing options (online & on campus).

The graduate program includes one concentration conceptualized using a **Multi-Systems Life Course (MSLC) perspective**. The program requires all students to develop advanced professional knowledge, values, and skills for practice with multiple systems (individuals, families, groups, organizations, and communities) across the life course. A systems framework is used in structuring the curriculum and life course theory is used as the theoretical base for the concentration curriculum.

The capstone research project, culminating in an oral presentation/defense, is a degree requirement for graduation from the MSW program. During the advanced year, students work independently to develop and implement the project, which is informed by course content and work completed throughout the program.

The goals of the program are congruent with its structural and theoretical conceptualization and flow from the missions of the University of Arkansas, the School of Social Work, and social work education.

Curriculum Plans: MSW Program Options

MSW Curriculum Plan: Regular (2-year) Program	
1st Year – Generalist Year Coursework	
Fall Semester	
SCWK 5003: Foundations of Culturally Competent Social Work Practice	3
SCWK 4333: Social Work Practice I	3
SCWK 4073: Social Work Research and Technology I	3
SCWK 4093: Human Behavior and Social Environment I	3
SCWK 4153: Social Welfare Policy	3
Total semester hours	15
Spring Semester	
SCWK 4103: Human Behavior and Social Environment II	3
SCWK 4343: Social Work Practice II	3
SCWK 4733: SW Practice III	3
SCWK 5434: Foundation Field Internship (330 hours, 3 days/week)	4
SCWK 5412: Foundation Field Seminar	2
Total semester hours	15
Summer Semester	
SCWK5013: Bridge Course: Evidence-Based Social Work	3
Total semester hours	3
2nd Year - Specialist Year Concentration	
Fall Semester	
SCWK 6003: Advanced Practice Using the MSLC Perspective	3
SCWK 5073: Social Work Research & Technology II	3
SCWK6000L: Thesis Lab**	0
SCWK 6444: Advanced Field Internship I (330 hours, 3 days/week)	4
SCWK 6442: Advanced Field Seminar I	2
Elective*	3
Total semester hours	15
Spring Semester	
SCWK 6233: Advanced Practice with Children & Youth Using the MSLC Perspective OR SCWK 6243: Advanced Practice with Adults Using the MSLC Perspective	3
SCWK6000L: Thesis Lab**	0
SCWK 6454: Advanced Field Internship II (330 hours, 3 days/week)	4
SCWK 6452: Advanced Field Seminar II	2
Elective*	3
Elective*	3
Total semester hours	15
Total required credit hours: 63	
<i>*Three electives are required (total 9 credit hours). Electives may be completed at any time during the program, if pre-requisites have been met. Electives may be taken outside of the program, with advisor's approval.</i>	
<i>**Only students who have chosen the thesis option should register for Thesis Lab.</i>	

MSW Curriculum Plan: Extended (3-Year) Program	
Semester 1: Fall	
SCWK 5003: Foundations of Culturally Competent Social Work Practice	3
SCWK 4093: Human Behavior and Social Environment I	3
Total semester hours: 6	
Semester 2: Spring	
SCWK 4333: Social Work Practice I	3
SCWK 4153: Social Welfare Policy	3
Total semester hours: 6	
Semester 3: Fall	
SCWK 4103: Human Behavior and Social Environment II	3
SCWK 4343: Social Work Practice II	3
Total semester hours: 6	
Semester 4: Spring	
SCWK 4073: Social Work Research and Technology I	3
SCWK 4733: Social Work Practice III	3
Total semester hours: 6	
Semester 5: Summer	
SCWK5013: Bridge Course: Evidence-Based Social Work	3
SCWK 5434: Foundation Field Internship (330 hours, 3 days/week)	4
SCWK 5412: Foundation Field Seminar	2
Total semester hours: 9	
Semester 6: Fall	
SCWK 6003: Advanced Practice Using the MSLC Perspective	3
SCWK 5073: Social Work Research & Technology II	3
SCWK6000L: Thesis Lab**	0
SCWK 6444: Advanced Field Internship I (330 hours, 3 days/week)	4
SCWK 6442: Advanced Field Seminar I	2
Elective*	3
Total semester hours: 15	
Semester 7: Spring	
SCWK 6233: Advanced Practice with Children & Youth Using the MSLC Perspective OR SCWK 6243: Advanced Practice with Adults Using the MSLC Perspective	3
SCWK6000L: Thesis Lab**	0
SCWK 6454: Advanced Field Internship II (330 hours, 3 days/week)	4
SCWK 6452: Advanced Field Seminar II	2
Elective*	3
Elective*	3

Total semester hours: 15
Total required credit hours: 63
<i>*Three electives are required (total 9 credit hours). Electives may be completed at any time during the program, if pre-requisites have been met. Electives may be taken outside of the program, with advisor's approval.</i>
<i>**Only students who have chosen the thesis option should register for Thesis Lab.</i>

MSW Curriculum Plan: Advanced Standing/Online Advanced Standing Specialist Year	
Summer Semester	
SCWK 5013: Bridge Course: Evidence-Based Social Work	3
Elective*	3
Elective*	3
Total semester hours	9
Fall Semester	
SCWK 6003: Advanced Practice Using MSLC Perspective	3
SCWK 5073: Social Work Research & Technology II	3
SCWK6000L: Thesis Lab**	0
SCWK 6444: Advanced Field Internship I (330 hours, 3 days/week)	4
SCWK 6442: Advanced Field Seminar I	2
Elective*	3
Total semester hours	15
Spring Semester	
SCWK 6233: Advanced Practice with Children & Youth Using MSLC Perspective	3
OR	
SCWK 6243: Advanced Practice with Adults Using MSLC Perspective	
SCWK6000L: Thesis Lab**	0
SCWK 6454: Advanced Field Internship II (330 hours, 3 days/week)	4
SCWK 6452: Advanced Field Seminar II	2
Elective*	3
Elective*	3
Total semester hours	15
Total required credit hours: 39	
<i>*Three electives are required (total 9 credit hours). Electives may be completed at any time during the program, if pre-requisites have been met. Electives may be taken outside of the program, with advisor's approval.</i>	
<i>**Only students who have chosen the thesis option should register for Thesis Lab.</i>	

Graduate Social Work Courses

Graduate Social Work Courses: Generalist		
SCWK 5273	<p>Social Work Research and Technology I An overview of forms and sources of social work research including existing social data, techniques for collecting original social data, and techniques of organization, interpretation, and presentation of data. Students will also become proficient in the use of current technology for social work research and practice</p>	3 hrs.
SCWK 5093	<p>Human Behavior and the Social Environment I Provides a conceptual framework for knowledge of human behavior and the social environment with a focus on individuals. Social systems, life-course, assets, and resiliency-based approaches are presented. Special attention is given to the impact of discrimination and oppression on the ability to reach or maintain optimal health and well-being.</p>	3 hrs.
SCWK 5103	<p>Human Behavior and the Social Environment II This course applies the basic framework for creating and organizing knowledge of human behavior and the social environment acquired in HBSE I to the understanding of family, group, organizational, community, and global systems. Attention is given to discrimination, oppression, the impact of technology, and poverty at each system level.</p>	3 hrs.
SCWK 5353	<p>Social Welfare Policy Describes and analyzes the policies and services rendered by local, state, regional, national, and international agencies as well as the policy implications for social work practice. Students prepare to advocate social policy changes designed to improve social conditions, promote social and economic justice, and to empower at-risk populations.</p>	3 hrs.
SCWK 5333	<p>Social Work Practice I This is the first in the sequence of practice courses introducing students to the generalist approach to micro social work. This course focuses on developing a solid foundation for practice with individuals, including learning basic communication and helping skills, values, principles, and the connection of theory to practice.</p>	3 hrs.

SCWK 5543	<p>Social Work Practice II This is the second course in the social work practice sequence, emphasizing theories, models, and techniques related to generalist practice with families and groups. The course elaborates on system theory as it impacts groups and families, and use of experiential teaching methods.</p>	3 hrs.
SCWK 5733	<p>Social Work Practice III Students acquire and practice the skills, knowledge, and values necessary for culturally competent generalist social work practice with organizations and communities. Special attention is given to the implications of discrimination and oppression for attaining social and economic justice.</p>	3 hrs.
SCWK 5003	<p>Foundations of Culturally Competent Social Work Practice The purpose of this course is the acquisition and demonstration of beginning graduate-level social work values and ethics, knowledge, and skills necessary for cultural competence in work with individuals, families, groups, organizations, communities, and global contexts. A multi-systems life-course conceptual framework is used.</p>	3 hrs.

Graduate Social Work Courses – Advanced Concentration		
SCWK 5013	<p>Bridge Course: Evidence-Based Social Work (Summer) This course prepares MSW students to transition from the foundation course to the advanced concentration courses. Students will become familiar with the mission and conceptual framework underlying the advanced concentration and develop beginning knowledge of traditional and alternative approaches to client system assessment.</p>	3 hrs.
SCWK 5073	<p>Social Work Research and Technology II This course includes content necessary for thesis proposal development. A significant component for this course focuses on using research tools to begin the thesis. The course provides an orientation to participatory action research, and to the scientific and systematic evaluation of service delivery and personal professional practice.</p>	3 hrs.
SCWK 6000L	<p>Thesis Laboratory This laboratory is required for completion of the thesis, which is developed through components of the graduate Research & Technology sequence. Other courses in the graduate curriculum provide support for the conceptualization and development of the thesis.</p>	0 hrs.
SCWK 6003	<p>Advanced Practice Using the MSLC Perspective In this first course of a two-semester sequence, students select a community problem, provide services to clients, and address the problem through policy analysis. A review of literature regarding theory and practice, paradigm analysis, development of a practice model, and implementation of micro and mezzo interventions in the field are examined.</p>	3 hrs.
SCWK 6233 OR	<p>Advanced Practice with Children & Youth Using the MSLC Perspective This course focuses on the development, revision, and impact of practice with children and youth from a Multi-Systems Life Course (MSLC) perspective. Historical trends as well as current practices will be examined with a focus on learning and improving social work practice skills.</p>	3 hrs.

SCWK 6243	<p>Advanced Practice With Adults Using the MSLC Perspective</p> <p>This course focuses on the development, revision, and impact of practice with adults, from a Multi-Systems Life Course perspective. Historical trends and current practices will be examined with a focus on learning and improving social work practice skills.</p>	3 hrs
SCWK 6442	<p>Advanced Field Seminar I</p> <p>The first of two advanced field seminars required of all students in the MSW program. The purpose of the seminar is to allow students to integrate classroom content with experiences in the field, to practice peer supervision and consultation, and to learn from the experiences of other students in the field. Co-requisite: SCWK 6444</p>	3 hrs.
SCWK 6444	<p>Advanced Field Internship I</p> <p>This is the first of two advanced field internships required of all graduate students in the MSW program. A minimum of 330 clock hours of agency-based professional social work practicum experience, supervised by a licensed MSW, is required. Co-requisite: SCWK 6442</p>	3 hrs.
SCWK 6452	<p>Advanced Field Seminar II</p> <p>This is the second of two advanced field seminars required of all students in the MSW program. The purpose of the seminar is to allow students to integrate classroom content with experiences in the field, to demonstrate peer supervision and consultation, and to learn from the experiences of other students in the field. Co-requisite: SCWK 6454</p>	2 hrs.
SCWK 6454	<p>Advanced Field Internship II</p> <p>This is the second of two advanced Field Internship courses required of all graduate students in the MSW program. A minimum of 330 clock hours of agency-based professional social work practicum experience supervised by a licensed MSW is required. Co-requisite: SCWK 6452</p>	4 hrs.

Graduate Social Work Electives (selection)		
SCWK 5413	<p>Global Social and Economic Justice and Oppression The role and responsibilities of the social work profession are examined in an international comparative context. Particular emphasis is given to social workers' responsibilities to advance global social and economic justice and reduce human oppression through community, social, economic, and organizational development strategies.</p>	3 hrs.
SCWK 5253	<p>Spirituality in Social Work Practice This course prepares students to respond competently and ethically to diverse spiritual and religious perspectives. Utilizing social work ethics and values as a guide, students will develop a comparative, critically reflective approach to practice.</p>	3 hrs.
SCWK 5153	<p>Children, Youth, and Family Services - Policy and Practice This course focuses on the development, revision, and impact of policy and practice in children, youth, and family services. Current issues in policy and practice will be examined. Students will interact with community agencies and utilize class assignments to advocate improvements in current policy and practice.</p>	3 hrs.
SCWK 5163	<p>Social Work Management, Administration and Supervision This course develops advanced skills in management, administration, and supervision in social work organizations. Emphasis is placed on developing leadership skills in ethics, budgeting, finance, resource development, information management, evaluation, staff hiring, supervision and development, and the use of technology in organizational leadership, development, and maintenance.</p>	3 hrs.
SCWK 5173	<p>Advanced Practice with Families and Couples The purpose of this course is to provide advanced understanding of the knowledge, skills and values needed to assess and intervene effectively with traditional and non-traditional families and couples. The course will examine social systems and life-course strengths approaches to understand how families and couples function. Students will design interventions.</p>	3 hrs.
SCWK 5183	<p>Advanced Practice with Individuals This course develops advanced skills in social work practice on a micro level. Students learn to analyze and compare practice models. They gain skills in selecting a practice model and integrating multiple models based on client needs.</p>	3 hrs.

SCWK 5193	Advanced Practice and Policy in Aging This course focuses on social work practice with, and policies for, older persons. Current, past, and future practices and policies for older persons across systems and the life course are explored. Emphasis is placed on the influences of personal, social, economic, and cultural diversity on the well-being of older persons.	3 hrs.
SCWK 5213	Advanced Practice in Behavioral & Mental Health This advanced course prepares students to identify mental disorders, plan intervention strategies with clients from a strengths perspective, and understand mental health programs and policies through which services are delivered. Differential diagnosis and the impact of socioeconomic status, gender, race, and sexual orientation on diagnosis and treatment decisions are addressed.	3 hrs.
SCWK 5343	Advanced Practice with Groups This course provides advanced knowledge, skills, and values needed to assess and intervene effectively with populations seen in the social work practice of group therapy. This course examines group dynamics, life-course and strengths perspectives, and client-centered assessment of needs and their application in agency settings.	3 hrs.

NOTE: Electives often change from semester to semester based on faculty expertise and student interest. Therefore, it is not possible to guarantee availability of specific electives.

JD/MSW (Dual Degree)

Program Overview

The School of Social Work and the School of Law cooperate in offering a dual degree program that allows a student to pursue the Master of Social Work and the Juris Doctor degrees concurrently in order to achieve the following program objectives:

1. To educate practitioners in social work and law to be able to effectively utilize the problem-solving strategies and techniques of both disciplines to the benefit of their clients, colleagues, and community.
2. To provide the core curriculum necessary for the education of students in each discipline while enabling them to focus on areas of knowledge and practice that correspond to their professional goals.
3. To facilitate integration of the two disciplines through experiential learning opportunities.

4. To promote a philosophy of interdisciplinary collaboration between law and social work professionals and create a collaborative learning environment.
5. To prepare practitioners who have a commitment to a human condition that is free from violence, oppression, and discrimination, and that protects and promotes the development of all people.

The JD/MSW dual degree is awarded after completion of a four-year integrated course of study. This eliminates approximately one year of study, while meeting all accreditation requirements of the American Bar Association and Council on Social Work Education.

Upon completion of the dual degree, students have earned a total of 135 credit hours (as compared to 153 credit hours if the degrees are earned separately). A total of 12 credit hours earned in the MSW program count toward completion of the JD degree. A total of 6 credit hours earned in the JD program count toward completion of the MSW degree.

In order to receive dual credit, minimum grade standards for each program must be met.

Students who do not maintain the academic or ethical standards of either degree program may be terminated from the dual degree program. Students in good standing in one degree program but not the other may be allowed to continue in the program in which they have good standing and must meet the degree requirements of that program. If for any reason a student admitted to the dual degree program does not complete the MSW degree, the student cannot count the 12 hours of MSW courses toward the JD degree. If for any reason a student admitted to the dual degree program does not complete the JD degree, the elective policy for the School of Social Work applies.

To be eligible for admission to the JD/MSW dual degree program, students must apply separately and be admitted to the Master of Social Work program at the School of Social Work, to the Juris Doctor program at the School of Law, and to the joint program. As such, applicants must meet all of the requirements for admission to each program. Upon application to the JD/MSW dual degree, the applicant shall provide a statement of intent for admission that includes a brief explanation of the reasons for pursuing this dual degree program as well as goals upon completion of the program. Each degree will be conferred when the student has met all the requirements of that degree.

Should a student enter one program and later become aware of the availability of the joint program, the student must be admitted to both programs and to the joint program during his or her first year of course in the program of original enrollment.

For additional information, contact Dr. John Gallagher, JD/MSW Advisor (jmgallag@uark.edu).

IV. Admission to the MSW Program

The University of Arkansas School of Social Work seeks to admit candidates to its graduate program who demonstrate personal and professional readiness to pursue graduate education in social work and to make significant contributions to the profession. The School welcomes applications from all persons regardless of age, class, color, culture, disability, ethnicity, gender, gender identity and expression, immigration status, political ideology, race, religion, sex, and sexual orientation.

In pursuit of a dynamic student body, the following areas are given particular consideration in admission: motivation to work in the human services field, academic potential, personal effectiveness, capacity for sustained effort, communication skills, and contribution to a socially diverse student body.

All applicants must apply to both the Graduate School at the University of Arkansas and the School of Social Work. It is the applicant's responsibility to monitor the application process and ensure that all required application materials have been received by the appropriate parties. For application materials, see the Graduate School <http://grad.uark.edu> and the School of Social Work https://fulbright.uark.edu/departments/social-work/graduate-program/admissions-1/applying_to_msw_program.php

Admission Requirements for the MSW Program

The following requirements for admission to the Master of Social Work degree program apply to all program options, including Regular (2-year), Extended (3-year), Advanced Standing and Online Advanced Standing. See additional requirements for admission to the Advanced Standing program in [Requirements for Admission to the Advanced Standing Program](#) below.

- [Admission to the University of Arkansas Graduate School](#)
- Baccalaureate degree from a regionally accredited college or university (official transcripts must be provided). International bachelor's degrees are submitted to the Council on Social Work Education International Social Work Degree Recognition and Evaluation Service for a determination of equivalency.
- Undergraduate GPA of 3.0 (based on 4-point scale) for the last 60 hours leading up to the 1st bachelor's degree. Applicants with an L60 GPA less than 3.0 are required to complete the Graduate Record Examination (GRE) or Millers Analogies Test (MAT). If the applicant has a master's

degree from an accredited institution, the graduate GPA may be reviewed by the School of Social Work as part of the admission decision process. Applicants with an L60 GPA of 2.75-2.99 may be considered for conditional admission to the Regular (2-year) or Extended (3-year) programs. There is no conditional admission to the Advanced Standing program.

- Personal statement (guidelines provided)
- Social needs paper (guidelines provided)
- Three **professional** references (academic, employer, supervisor) from persons able to assess the applicant's current skills and characteristics as well as potential for success in graduate studies. If applying to the Advanced Standing program, one reference must be a field instructor (agency supervisor) or field liaison (field seminar instructor). Please note that non-professional references (friends, family members, ministers, counselors) will not be accepted. Reference names and contact information are submitted to the Graduate School as part of the [Graduate School's online application process](#).
- Completion of a basic statistics course
- Computer literacy demonstrated through prior coursework
- Personal interview may be required

Additional Requirements for Admission to the Advanced Standing Program

Applicants to the Advanced Standing program (on campus or online) must meet all the requirements for admission to the Master of Social Work degree program listed above. In addition, Advanced Standing applicants must have a bachelor's degree in social work from a CSWE accredited program, or recognized through its International Social Work Degree Recognition and Evaluation Service, completed within the past 6 years. Applicants who earned their degree more than 6 years prior to application may petition for an exception, by documenting a significant post-bachelor's history of social work employment and ongoing continuing education. (See *Petition for Exception* under Application Forms). Applicants to the Online Advanced Standing program must also meet specific technology requirement at the time of enrollment.

Selection Criteria for Admission

The admissions process is competitive. Individuals selected for admission will possess the strongest qualifications in terms of the Graduate School admission criteria, grade point average, personal statement, professional references, social needs paper, and commitment to social work values. Volunteer activities, employment experience, and life experiences relevant to social work are

considered in the admission process.

Applicants to the MSW program must hold an **undergraduate degree** from a regionally accredited college or university. International bachelor's degrees are submitted to the Council on Social Work Education International Social Work Degree Recognition and Evaluation Service for a determination of equivalency. Transcripts of undergraduate work will be examined for evidence of course work in the liberal arts sufficient to provide an appropriate foundation for graduate social work study. The liberal arts perspective includes knowledge from the arts, natural sciences, social and behavioral sciences, and humanities.

A **3.0 GPA** in undergraduate studies is expected. Applicants with ≥ 3.0 GPA for the last 60 credit hours leading up to their 1st bachelor's degree are not required to complete the GRE or any other standardized test for admission. Applicants with an L60 GPA of 2.75-2.99 may be considered for conditional admission to the Regular (2-year) or Extended (3-year) programs. There is no conditional admission to the Advanced Standing program.

Applicants must possess the following **personal qualifications** (as demonstrated through the personal statement, references and personal interview, if requested): intellectual maturity, emotional stability, the motivation and capacity to work with people from diverse backgrounds, and the ability to think clearly, critically, creatively, and independently.

Applicants must demonstrate superior oral and written **communication skills** (as demonstrated through the personal statement, social needs paper and references).

Competence in the use of **basic statistical methods**, as demonstrated through previous course work, is expected. Applicants who are unable to meet this requirement at the time of application will be asked to complete additional undergraduate coursework prior to enrollment in the MSW program.

The required written **personal statement** includes an autobiographical sketch, history of work and volunteer activities, and a self-assessment of aptitude and motivation for an advanced career in social work. Guidelines are provided.

In the required **social needs paper**, applicants choose a current social need that is of concern and interest to them. The paper should be written using the American Psychological Association (APA) style. Position taken must be supported by appropriate citations from the literature, and guidelines are provided.

Three **professional** references are required (academic, employer, supervisor) from persons able to assess the applicant's current skills and characteristics as well as potential for success in graduate studies. If applying to the Advanced

Standing program, one reference must be a field instructor (agency-based supervisor) or field liaison (seminar instructor). Please note that non-professional references (friends, family members, ministers, counselors) will not be accepted. Reference names and contact information are submitted to the Graduate School as part of the Graduate School's online application process.

Applicants may be asked to interview with members of the MSW Admissions Committee. Interviews are conducted in person or via a communication platform.

Admissions Process

1. The Graduate School requires a separate application for admission to any graduate program. Therefore, applicants must complete two separate and different applications. One application is submitted to the Graduate School and the other is submitted to the School of Social Work. Please see the Graduate School website (<http://grad.uark.edu/>) and the School of Social Work website <https://fulbright.uark.edu/departments/social-work/graduate-program/admissions-1/applying-to-msw-program.php> for application materials.
2. The Graduate School evaluates applicant's transcripts and GPA. Applicants are notified when their Graduate School application materials are forwarded to the School of Social Work. *This notification is not a guarantee of admission to the School of Social Work.*
3. The School of Social Work reviews only complete application files. It is the applicant's responsibility to ensure that all documents are submitted to the School of Social Work by the application deadline. The MSW Admissions Committee reviews the applications and notifies the MSW program director of each applicant's admission status, with recommendations for admission, conditional admission, or denial of admission.
4. The MSW program director sends written notification to applicants concerning their admission status. Notification of conditional admission also includes information on the nature of the conditions and steps required to satisfy those conditions.

Admission Timeline

Beginning semesters for the MSW program options are as follows:

- The Advanced Standing and Online Advanced Standing programs admit students each **summer**, beginning in May.
- The Regular (2-Year) program admits students each **fall**, beginning in August.

- The Extended (3-year) program admits in the **fall**, every other year on odd years (2015, 2017, 2019, etc.)

The MSW Program does not admit students in the spring.

Application Deadlines

The deadline for application to the Advanced Standing and Online Advanced Standing and the Graduate School is January 15th. 2-Year and 3-Year applications are due February 15.

Transfer Student Applications and Transfer of Credit

According to the Graduate Student Handbook “a maximum of 6 hours of course work may be transferred from another institution towards a master's degree at the University of Arkansas”. A form is required and may be obtained from the Graduate School or its home page. An official transcript must be on file with the Graduate School.” Only applicants from CSWE-accredited graduate social work programs will be considered for admission as transfer students. See the Graduate Student Handbook for additional eligibility requirements to transfer credit. Please be advised that it is the student’s responsibility to ensure that credit has been transferred. In addition, transfer credit is not depicted on student transcripts until after graduation. <https://graduate-and-international.uark.edu/graduate/current-students/student-support/student-resources/graduate-handbook/index.php>

Avoiding Duplication in Undergraduate Coursework

BSW students entering the MSW program are not to repeat what has been mastered in their BSW programs. If potential redundancy or duplication is found, the MSW Admissions Committee will note this and will investigate whether duplication or redundancy actually exists. When the MSW Admissions Committee concludes that foundation area coursework has been completed previously, the student is granted credit for the coursework. Students who believe they may have completed foundation area coursework, even when the Admissions Committee has not noted that possibility during the admissions process, may request a review of their transcript and prior coursework. This includes providing course descriptions and course syllabi from the prior work for consideration by the committee. If it is concluded that duplication or redundancy exists, the student will be exempted from the relevant foundation coursework.

MSW Course Waiver Policy

The School of Social Work and the Graduate School require that students in the Regular (2-year) and Extended (3-year) MSW programs must complete 63 hours

of graduate credit to fulfill graduate requirements for the MSW degree. However, students who have taken the following courses at a CSWE-accredited social work program as an **undergraduate student** MAY be exempt from taking the following courses:

- Human Behavior and Social Environment I (HBSE I)
- Human Behavior and Social Environment II (HBSE II)
- Social Welfare Policy

Non-matriculated graduate students who have taken the following courses at the UA School of Social Work MAY be exempt from taking the following courses while in the MSW Program:

- Social Work Policy (SCWK 4153)
- Human Behavior and Social Environment I (HBSE I)

For the above courses to be considered by the MSW Admission Committee for graduate credit, the following criteria need to be met:

- Request must be submitted **with** MSW application (**prior** to acceptance into MSW program)
- Courses must be completed within 2 years of admission to the UA School of Social Work from a CSWE-accredited social work program.
- Student must have earned a “B” or better in the course.
- For those who enrolled as an undergraduate student, appropriate **graduate** electives must be taken in place of the core required courses.

The Course Waiver Form is used to request exceptions in the graduate program curriculum.

Life/Work Experience Policy

The MSW Program does not grant social work course credit for life or previous work experience.

V. Academic Policies and Procedures

Student Advisement

Each student admitted to the MSW program is assigned a faculty advisor during MSW Student Orientation. It is the student’s responsibility to schedule an appointment with his or her faculty advisor each semester, before registering for the following semester. In addition to academic advising, advisors provide

consultation related to career planning and professional development. For all advising forms, see Social Work website

<https://fulbright.uark.edu/departments/social-work/graduate-program/msw-handbook-and-forms.php>

MSW Grading Policy

MSW students can earn two “C” grades toward the MSW degree, provided the student maintains a 3.0 GPA. Students who earn “C” grades are advised to meet with their advisor to discuss any academic challenges he/she may be experiencing. MSW students who earn a “D” or “F” grade or more than two “C” grades, including field, will automatically be dismissed from the MSW Program.

Elective Policy

The MSW program requires that 2-Year and 3-Year MSW students to successfully complete **three** electives (9 hours total). Advanced Standing and Online Advanced Standing MSW students must complete **five** electives (15 hours total). Electives may be taken at any time in the program. If pre-requisites have been met. Students may enroll in any 5000-level or above graduate electives outside the School of Social Work with their advisor’s approval. Students may apply for an exception from their advisor and the Graduate School to receive credit for 3000- and 4000-level courses. Students are responsible for obtaining approval and ensuring that paperwork is placed in their files. Forms are available at <https://graduate-and-international.uark.edu/graduate/current-students/forms.php>

Research & Technology I – Course Exemption Policy

Students in the Regular (2-year) or Extended (3-year) programs may have previously taken a course (undergraduate or graduate), with a “C” grade or better, that they believe is equivalent to the Research and Technology I (SCWK 4073) course. In order to earn an exemption from the Research and Technology I course, a graduate social work student must do the following:

1. Complete the **Research and Technology I Course Exemption Request** form (available in the MSW Handbook and on the SCWK website)
2. Successfully complete a **Graduate Research Equivalency Exam**. Students who earn $\geq 80\%$ on the research exam will be exempt from the course.
3. Students who pass the research exam are required to enroll in an elective course to replace the three (3) Research and Technology I course credit hours.

Graduate students who are interested in waiving the Research and Technology I course are required to take the course exemption exam prior to the fall semester of their 1st year.

Exam dates will be scheduled during the week before fall classes begin.

Contact the MSW program director to (a) submit your Research and Technology I Course Exemption Request form and (b) to schedule the exam. The MSW program director will note the date of the exam and the score of the exam on the request form. The program director will provide a copy of the signed request form for the student, the faculty advisor, and the student's file. Forms are available on the School of Social Work website, MSW Handbook & Forms page.

Attendance Policy

As per the *Graduate Student Handbook* "Students are expected to be diligent in the pursuit of their studies and in their class attendance. Students have the responsibility of making arrangements satisfactory to the instructor regarding all absences. Such arrangements should be made prior to the absence if possible. Policies of making up work missed as a result of absence are at the discretion of the instructor, and students should inform themselves at the beginning of each semester concerning the policies of their instructor." <https://graduate-and-international.uark.edu/graduate/current-students/student-support/student-resources/graduate-handbook/index.php>

Dropping a Course

A core course may be dropped and repeated one time. However, dropping a core course may result in the following:

- Graduation may be delayed.
- The dropped course may not be offered again for up to one year.
- Enrollment in Field Internship/Seminar may be affected.
- Student may be required to drop another course for which that course is a co-requisite.

For these reasons, students considering dropping a course should first consult their advisor and review the Graduate Catalog for related course pre-requisites.

A currently enrolled student who has registered during the advance registration period should make adjustments (dropping or adding courses) during the scheduled adjustment period for the same semester. Students may also add or drop courses during the first five class days of a semester.

A student may drop a course during the first 10 class days of the semester without having the withdrawal shown on the official academic record. After the first 10 class days, and before the drop deadline of the semester, a student may drop a course, but a mark of "W" indicating withdrawal, will be recorded. A

student may not drop a full-semester course after the Friday of the tenth week of classes in a semester. Drop/add deadlines for partial semester courses are published in the schedule of classes. Drop/add deadlines for summer sessions are published in the summer sessions schedule of classes.

In some instances, taking a grade of “I” (Incomplete) may be an alternative to dropping a course. This option should be discussed with the Fulbright Center for Advising advisor and negotiated with the course instructor.

Withdrawal from the University

Withdrawing from the University means withdrawing from all classes that have not been completed up to that time. A student who leaves the University voluntarily before the end of the semester or summer term must complete an exit interview and then drop all classes on the student registration system or notify the Office of Registrar in writing. Withdrawal may occur anytime during the semester through the last day of classes. Withdrawal deadlines for summer sessions are listed in the summer schedule of classes; summer withdrawals do not require an exit interview. Students who do not withdraw officially from a class they fail to complete will receive an “F” in that class. Students with holds on their registration should contact the Office of the Registrar for assistance in processing their official withdrawal from the University.

Capstone Research Project

The capstone research project, culminating in an oral presentation/defense, is a degree requirement for graduation from the MSW program. During the advanced year, students work independently to develop and implement the project, which is informed by course content and work completed throughout the program. For example, students may draw on the Advanced Practice course (theory & MSLC); Bridge and Field courses (intervention); and the SCWK Research & Technology II course (methodology, findings and implications).

The presentation of the project, with a grade of “Pass” (P), is a master of social work degree requirement and serves to demonstrate the student’s achievement of the required program competencies. A “Pass/Fail” (P/F) grade is determined by majority vote of the capstone committee members.

The capstone presentation is scheduled during the final spring semester. The (30-minute) professional power point presentation is evaluated by the student’s assigned capstone committee, consisting of 3 faculty members, with a designated chair. A total of 60-minutes is scheduled to allow time for questions and committee deliberation. Students are required to submit a copy of their final power point presentation to their chair at least 3 weeks prior to the date of their presentation. Chairs will review and provide feedback within 2 weeks and students will have 1 week for revisions prior to their presentation.

In the event that the student's capstone presentation is deemed by the committee to be unsatisfactory, the student will be allowed 2 additional opportunities to present, in accordance with the committee's written recommendations. The student will have the opportunity to schedule a 2nd attempt prior to the deadline for spring graduation. If a third attempt is required, it will be scheduled the following fall semester by October 15th. If the 3rd attempt results in a grade of "F" the student will have failed to meet a master of social work degree requirement and will be dismissed from the program. Students have a right to appeal the committee's decision by submitting a written justification for the appeal to the Director of the School of Social Work, within 10 days of the committee's decision.

See *Capstone Project Outline & Rubric* under MSW Program Forms: <https://fulbright.uark.edu/departments/social-work/graduate-program/msw-handbook-and-forms.php>

Thesis Option

Students may elect to complete a master's thesis instead of the capstone research project. Students must adhere to the guidelines regarding committee membership and theses issued by the [Graduate School](#). Additionally, to increase the likelihood of a successful thesis defense, the School of Social Work requires the following of students interested in completing a thesis:

- Prior to the start of the fall semester preceding anticipated graduation, the student shall submit the following to the Curriculum Committee:
 - a. Thesis Option Recommendation Form
 - i. Signed by student
 - ii. Signed by proposed chair
 - b. Preliminary thesis timeline to address:
 - i. Committee formation
 - ii. Instrumentation (quantitative scales/items or qualitative questions/probes)
 - iii. IRB approval
 - iv. Participant identification/recruitment
 - v. Data collection (start and completion)
 - vi. Data cleaning/prep and analysis
 - vii. Writing of thesis by sections
 - c. Concept paper (2-page maximum) to address:
 - i. The significance or aim of the research
 - ii. Well-defined research question(s) and/or hypothesis(es)
 - iii. The proposed methodologies
 - iv. A general overview of the data collection process
 - v. A general overview of the data analysis strategy

- vi. Your proposed chair and justification for this choice as well as discussion of agreed or potential additional committee members
 - vii. As needed/not covered by c (i. – v), a discussion of your proposed timeline.
 - d. Evidence of 1) strong writing skills and 2) knowledge of and ability to adhere to APA guidelines by either of the following:
 - i. Submission of a formerly submitted and graded paper using the current APA citation style or
 - ii. Email or signed letter from former instructor attesting to such abilities based on prior teaching relationship
 - e. Verification of an A in SCWK 5273 (Research & Technology I) (or equivalent from another institution). This can be provided via an unofficial transcript, screenshot from UA Connect, or signed statement/email from the instructor.
- Within the first 2 weeks of the fall semester, the curriculum committee shall review the above information and vote to approve or deny the request. The chair of the committee will advise the student and proposed chair of the decision.
 - In the event of a denial, the student may request a meeting with the committee to discuss the committee’s concerns/recommendations, and input from the student and proposed chair.
 - Following this meeting, the Curriculum Committee will render a final decision to the student and proposed thesis chair.

Graduation

For information on applying for graduation and commencement, see the Graduate School’s “Graduation Checklist” and related forms. <https://graduate-and-international.uark.edu/graduate/current-students/graduation-checklists/index.php>

Also find instructions and deadlines provided by the Registrar’s Office at <https://registrar.uark.edu/>

MSW Pinning Ceremony

On the Friday evening of Commencement weekend, graduating students and their families and friends are invited to attend the MSW Pinning Ceremony. Hosted by the School of Social Work, graduates are honored for their achievements, as are those who supported them in their efforts.

VI. Student Rights, Responsibilities and Professional Standards

Students Rights

As outlined in the *Graduate Student Handbook*, the graduate student

- has the right to competent instruction;
- is entitled to have access to the instructor at hours other than class times (office hours);
- is entitled to know the grading system by which he/she will be judged;
- has the right to evaluate each course and instructor;
- has the right to be treated with respect and dignity.

Student Responsibilities

All MSW students are responsible for becoming familiar with the campus policies and regulations outlined in the UA Graduate Studies Catalog and for complying with them in the interest of an orderly and productive university community. It is also expected that each student will become familiar with the grading and attendance policies as well as all other elements of the syllabi for the courses in which they are enrolled. Each instructor distributes a syllabus for the course at the beginning of each semester. Course syllabi contain policies and procedures of the School and the instructor, as well as information regarding course content and assignment due dates. See Graduate Catalog at <http://catalog.uark.edu/graduatecatalog/>

Standards of Student Conduct

Standards of conduct for students in the School of Social Work are expected to be consistent with university policies as well as the *NASW Code of Ethics*, *Ethical Principles and Guidelines for UA Social Work Students* and the *Standards for Social Work Education* which is located at <https://fulbright.uark.edu/departments/social-work/resources/standards-for-social-work-education.pdf>.

BSW and MSW students admitted to the School of Social Work are expected to sign a *Statement of Understanding* indicating that they have read, are aware of and will abide by these documents.

Academic Honesty

The social work faculty is committed to maintaining an atmosphere of academic excellence and integrity in the program. Because of this commitment, students are expected to refrain from any act of academic dishonesty as defined in the *UA Academic Integrity Policy* at https://provost.uark.edu/academic_initiatives.php.

Respect for Diversity in Written and Oral Communication

The School of Social Work uses the NASW Press "Guidelines for Writing About People" to help students ensure that their written and oral communication is free of bias and respectful of the persons being described. In the interest of accurate

and unbiased communication, social work students and faculty should not use language that may imply ethnic, racial, sexual, or other kinds of discrimination, stereotyping, or bias.

Protection of Minors on Campus

The University of Arkansas is strongly committed to maintaining a safe and secure environment for children. This policy briefly summarizes important steps to protect children on campus or participating in programs that may be connected with the University, and to comply with applicable legal requirements and institutional policies. Access the policy and procedures, including information on reporting child abuse, at <https://vcfa.uark.edu/fayetteville-policies-procedures/index.php>

Termination from the School of Social Work

Students may be terminated from the School of Social Work for the following reasons:

1. Failure to meet the conditions necessary to avoid academic dismissal outlined in the *Standards for Social Work Education* (Section VIII, MSW Student Handbook)
2. Engaging in any activity or behavior incompatible with the *Ethical Principles/Guidelines for UA Social Work Students* and/or *NASW Code of Ethics*, which is documented, investigated and confirmed by the Student Standards & Support Committee.
3. Engaging in any activity or behavior that would, according to University policies or regulations, result in dismissal from the University community. Such activity or behavior includes, but is not limited to, sexual harassment, physical or sexual assault, and academic dishonesty. See the University of Arkansas Code of Student Life <https://handbook.uark.edu/index.php> and the UA Academic Integrity Policy at https://provost.uark.edu/academic_initiatives.php

VII. Academic and Professional Development Resources

Student Financial Aid

For additional resources, see the School of Social Work website <https://fulbright.uark.edu/departments/social-work/graduate-program/funding-your-degree.php> and the Graduate School website <https://graduate-and-international.uark.edu/graduate/costs-and-funding/index.php>.

Graduate Assistantships

The School of Social Work has a limited number of Graduate Assistant positions available each year. These positions may involve research, teaching support, or administrative support. To qualify, a student must be regularly admitted to the Graduate School and admitted to the MSW program without conditions. MSW students may apply when first admitted to the program and students enrolled in the Regular (2-year) or Extended (3-year) programs may also apply at the beginning of each academic year while in the program. The *Graduate Assistant Application* may be downloaded from the Graduate School at <https://graduate-and-international.uark.edu/graduate/future-students/applying/index.php> and should be submitted directly to the School of Social Work. A full description of tuition and other benefits available to Graduate Assistants is also available on the site. For additional application instructions specific to the School of Social Work, see *Applying for a Graduate Assistantship in the School of Social Work* (SCSW website>Graduate Program>Admissions>Application Forms).

Schmieding Fellowship in Aging

The Schmieding Center for Senior Health and Education of Northwest Arkansas and the University of Arkansas School of Social Work join to sponsor the Schmieding Fellowship competition each year. The primary goal of the Schmieding Center is to foster the development of a new generation of leaders in the field of aging. The Schmieding Fellowship will be awarded to a social work student who has an interest in the field of aging or who would like to explore their potential interest in the field of aging. Applicants do not need experience or a background in aging studies to be eligible for this prestigious award. The Schmieding Center and the School of Social Work are seeking students who are interested in completing an Independent Study course (3 credit hours) that includes a minimum of 10 hours per week of onsite learning at the Schmieding Center in Springdale, Arkansas. The recipient of the Schmieding Fellowship will receive a stipend for one semester. Stipend funds will be distributed in increments throughout the semester. The funds can be used to meet any school related expenses such as equipment needs, travel, books, or tuition for SCWK 399V Independent Study. Schmieding Fellowship awards will alternate between graduate and undergraduate students each year. Application forms, deadlines and information regarding number of positions available are announced on the BSW/MSW listserv. Contact person: Dr. Alishia Ferguson.

Student Employment in the School of Social Work

Hourly positions occasionally become available (typically 10 hours per week) and involve clerical or other duties within the School. Students are notified of these opportunities through the BSW/MSW listservs. Direct inquiries to scsw@uark.edu or 479-575-8778.

School of Social Work Funds to Support Professional Development

The School of Social Work has established a fund to support the participation of social work students in professional development activities (e.g., conferences, research presentations, professional meetings). Awards are limited and based on the availability of School of Social Work funds. Students requesting support should submit a brief (1-page) proposal to the Director of the School of Social. Proposals should include the following information and be submitted by e-mail as an attachment.

1. Conference Overview (purpose, dates, location)
2. Benefits of Attendance (student and program)
3. Plans for Dissemination of Information (e.g., brown bag presentation to students, power point presentation sent to program listserv, etc.)
4. Budget (total cost of registration, travel, lodging, food, taxi/ amount being requested from School of Social Work)
5. Other Resources Explored (student discounts, volunteer in exchange for registration, Graduate School funding, etc.)

Benjamin Franklin Lever Tuition Fellowship

The Lever Tuition Fellowship is designed to increase diversity within degree programs by providing financial assistance to graduate students from underrepresented groups. This fellowship is not available to otherwise qualified graduate students who receive tuition payment from another source, such as a graduate assistant position or other tuition award. A limited number of fellowships are available each year. Information and application forms are available through the Graduate School at <https://graduate-and-international.uark.edu/graduate/costs-and-funding/fellowships-scholarships/benjamin-lever/index.php>

Professional Development and Continuing Education

Phi Alpha Honor Society

The purpose of Phi Alpha Honor Society is to provide a closer bond among social work students and to promote humanitarian goals and ideals. Phi Alpha fosters high educational standards for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work. Any graduate social work student who meets the following qualifications shall be eligible for active membership:

- a. Completed 9 semester hours of required graduate social work courses.

- b. Achieved a minimum grade point average of 3.5 on a 4.0 scale.
- c. Attended a total of 2 Phi Alpha and/ or SWAG meetings of which one must be a Phi Alpha meeting in the last year.
- d. A yearly membership fee of \$10 and completion of a one-page Phi Alpha registration form.

Social Work Action Group (SWAG)

SWAG is a registered student organization for undergraduate and graduate social work students. The group has been an integral part of the School of Social Work since its beginning. A faculty advisor meets regularly with the group, however the organization is for students and is managed by students. The primary objective of SWAG is to enhance the learning experiences of social work students while attending UA. Emphasis is placed on promoting activities that provide opportunities for leadership development and community service. Through SWAG, students increase their awareness of and involvement in current social work issues. Numerous projects are sponsored by SWAG each year and are chosen by its student members. Seminars, community involvement, service to the School, and social events are common activities. SWAG is also responsible for recommending members to serve as student representatives on School committees (e.g., Curriculum, Recruitment, Events, etc.).

Professional Social Work Licensure

In 1981, the State of Arkansas recognized the profession of social work and the ways in which it significantly affects the people of the state. The Social Work Licensing Act (Act 791, 1981) was passed to protect the public by setting standards of qualification, training, and experience for those who seek to represent themselves to the public as social workers, and to promote high standards of professional performance. In keeping with these purposes, the Act prohibits (after June 17, 1982) the practice of social work by anyone who is not duly licensed. It also limits private independent practice and social work consultation to the level of L.C.S.W.

The Act established levels and qualifications for licensure as well as the Licensing Board, its composition, functions, and duties. More detailed information on the provisions of the Act 791 see *Laws and Regulations* http://www.arkansas.gov/swlb/laws_regs.html on the Arkansas Social Work Licensing Board website <http://www.arkansas.gov/swlb/index.html>

Not all states require professional licensure for social workers, and in the states that do, licensure levels, qualifications, and other regulations may vary. In Arkansas, graduates at the bachelor's and master's levels must meet the following requirements in order to be licensed to practice:

LSW (Licensed Social Worker) requires (1) a baccalaureate degree in social work from a Council on Social Work Education accredited program or a social work degree awarded prior to 1986 by an accredited institution; and (2) passage of an examination.

LMSW (Licensed Master Social Worker) requires (1) a master's degree in social work from a CSWE accredited program; and (2) passage of an examination.

LCSW (Licensed Certified Social Worker) - requires (1) a master's degree in social work from a CSWE accredited program; (2) two years post-master's LCSW supervised social work experience (clinical or non-clinical); and (3) passage of an examination.

Social Work Credentialing

Credentials are types of certification that show competence in a sub-specialty of social work (i.e., substance abuse counseling) or indicate an advanced level of practice. They are optional titles and are generally conferred by professional associations or organizations (not state licensing boards). For a list of *NASW Professional Social Work Credentials* - <https://www.socialworkers.org/Careers/CredentialsCertifications>.

National Association of Social Workers

The National Association of Social Workers (NASW) is "a membership organization that promotes, develops, and protects the practice of social work and social workers" (Arkansas NASW, 2003). Access the organization's website at www.nasw.org. The Arkansas Chapter of NASW may be accessed at www.naswar.org. Students receive a special membership rate and are encouraged to join this professional organization.

Academic Partnership in Social Welfare

The Academic Partnership in Social Welfare is housed in the School of Social Work and evolved from the Partnership for Public Child Welfare over a ten-year period. In 1991, the Partnership for Public Child Welfare was formed with the Department of Human Services (DHS), Division of Children and Family Services (DCFS), the University of Arkansas School of Social Work Program as the administrator of the contract and the University of Arkansas at Little Rock MSW program. In the following year, the University of Arkansas at Pine Bluff Social Work Program joined effort to achieve child welfare reform in the state of Arkansas. As the years progressed, the Partnership expanded to include Arkansas State University, Harding University, the University of Arkansas at Monticello, Southern Arkansas University, Philander Smith College, and Arkansas Tech University. As the Partnership expanded many talents within the Partnership were recognized and more projects were developed and implemented. In 1999, the Partnership with the U of A School of Social Work as the administrator, expanded to include a contract with DHS, Division of County Operations (DCO) to support welfare reform efforts in Arkansas. This innovative educational effort continued until June 30, 2001. The unique aspect of the Partnership, beyond bringing many educational institutions together with state

and federal agencies, is its ability to positively impact all 75 counties in Arkansas. The Partnership continues its collaborative relationship with DCFS.

Other Campus Resources

Career Development Center

The CDC offers a variety of services to UA students, including career counseling, resume reviews, mock interviews and job search strategies. See their website for upcoming events at <https://career.uark.edu/>

Student Support Services

The SSS program is designed to provide a combination of programs and services to students who are first-generation, and/or modest-income, and/or individuals with disabilities. The services that SSS provides place emphasis on individual assessment, counseling, advising, and skill building. The program's goal is to empower students to achieve academic excellence all the way through to graduation. <http://sss.uark.edu/>

The Quality Writing Center

The QWC provides face-to-face and online tutoring at Kimpel Hall and Mullins Library locations. Tutors provide reader feedback and collaborate with student writers to help them learn revision strategies for improving their drafts. See <http://qwc.uark.edu/> for workshops and other writing resources.

Counseling and Psychological Services

The staff of Counseling and Psychological Services (CAPS) work with students and other members of the campus community to help solve problems, grow personally, develop more satisfying relationships with friends and family and assist with other mental health issues. Services are provided by licensed psychologists, social workers and counselors. 24 hour emergency services are available by calling (479) 575-5276. For more information, go to <http://health.uark.edu/caps.php>.

Center for Educational Access

The Center for Educational Access (CEA) serves as the central campus resource for helping students with disabilities obtain the accommodations they need for equal access to classroom activity. The CEA provides direct support for students with disabilities and training and educational resources to the University community as a whole. The university also consults with the CEA about ways to build the technological infrastructure to maximize the accessibility of the institution's programs, services, and activities.

In partnership with students, faculty, and staff, CEA staff members work with students individually and assist academic units to determine reasonable accommodations that will enable every student to have access to the full range of programs and services.

<http://cea.uark.edu/>

The Center for Multicultural and Diversity Education

The Center for Multicultural and Diversity Education provides academic, cultural and social programs intended to promote inclusiveness, foster achievement and assist in the development and advancement of a diverse student body. Go to <http://multicultural.uark.edu/> for information on programs, events and academic support services.

Registered Student Organizations

Registered student organizations (RSOs) provide students the opportunity to form and develop organizations based on a common interest. Students are able to create, govern, budget and plan their own organization and events. Through involvement with an RSO students meet new people, develop interests and have fun. For more information and a list of current RSOs, see <http://osa.uark.edu/rsol/>.

Academic Grievances

4.0.1 Graduate Students

Pursuant to the Academic Grievance Procedures for Graduate Students provided in the *Graduate Student Handbook*, students enrolled in the MSW program have the right to redress grievances related to academic matters, including decisions that are the result of reviews outlined in Section 3.0. Students are assured freedom from reprisals for bringing a grievance.

<http://catalog.uark.edu/graduatecatalog/objectivesandregulations/-grievanceprocedurestext>

Non-Academic Grievances

Student-initiated grievances that are not academic in nature are addressed in other documents. Social work students should refer to the *Undergraduate or Graduate Catalogs* for more detailed discussion of specific grievance procedures.

XIII. MSW Program Evaluation

Assessment Tools

The School strives to continuously improve and enhance the MSW program through a systematic evaluation plan. The plan applies specific procedures, multiple measures, and benchmarks to assess the attainment of each of the program's competencies. The implicit curriculum is measured through the use of Qualitative Exit Questions and a yearly MSW Forum with the Director, MSW Program. Subsequently, these data are provided to the curriculum committee

and to the faculty to adjust the program and course designs as needed. The data collection schedule is displayed below.

Assessment Measure #1: (Student Comprehensive Exam)	
Competency(ies) assessed:	1-9
Dimension(s) assessed:	Knowledge, values, skills, cognitive and affective processes
When/where students are assessed:	Students are assessed at the close of
Who assessed student competence:	Course instructor
Outcome Measure Benchmark (minimum score indicative of achievement) for Competencies 1-9:	80%
Competency Benchmark (percent of students the program expects to have achieved the minimum scores, inclusive of all measures) for Competencies 1-9:	80%
Assessment Measure #2: (Field Assessment)	
Competency(ies) assessed:	1-9
Dimension(s) assessed:	Knowledge, values, skills, cognitive and affective processes
When/where students are assessed:	Students are assessed at the end of field placement.
Who assessed student competence:	Field instructors
Outcome Measure Benchmark (minimum score indicative of achievement) for Competencies 1-9:	80%
Competency Benchmark (percent of students the program expects to have achieved the minimum scores, inclusive of all measures) for Competencies 1-9:	80%