Application Procedures for the UNCP Master of Social Work (MSW) Program

School of Graduate Studies

P.O. Box 1510 Phone: 910.521.6271 or 1.866.521.GRAD (4723)
Location: Lindsay Hall 124 Relay: 910.521.6271
Pembroke, NC 28372-1510 Fax: 910.521.6751
Email: grad@uncp.edu
Website: Click Here

To view Graduate Frequently Asked Questions (FAQ’s) - Click Here

Required Application Materials:

1. **Application Fee:**
   A $45.00 non-refundable application fee ($60.00 non-refundable application fee for international applicants). Call the Cashier Office with credit card at 910.521.6410 or 910.521.6206 or pay in person in the Cashier Office with cash, check, money order, or credit card.

2. **Recommended Deadlines: (2015-2016)**
   A. March 1st: Advanced Standing track (Bachelor of Social Work degree required for consideration)
   April 15th: Full-time and Part-time tracks
   B. The MSW Program may accept applicants throughout the academic year, yet there are specific start dates for required courses:
   1) Advanced Standing Track: Summer Session
   2) Full-time and Part-time Tracks: Fall Semester

3. **Application Form:**
   Create an account for the web-based graduate application Click Here on the Graduate Admissions website then follow the instructions.

4. **Transcripts:**
   A. Official transcripts from all colleges and universities attended.
   B. Grade Point Average (GPA) requirements:
      1) Full-time and Part-time tracks (start date: fall semester) minimum required GPA of 3.0 in major or 2.5 overall.
      2) Advanced Standing track (start date: summer session) minimum required GPA of 3.2 in major or 3.0 overall.

5. **Test Scores:**
   A. The Department of Social Work will waive the Miller Analogy Test (MAT) or Graduate Record Examination (GRE) for applicants with:
      1) An overall undergraduate GPA of 3.0 or higher for the Full-time and Part-time tracks.
      2) An overall undergraduate GPA of 3.2 for the Advanced Standing track.
   *Yet, the MAT or GRE can be used to enhance the application package.
   B. Submitted MAT or GRE scores cannot be over 5 years old.
   C. There is no cutoff score but a higher score may enhance the application package.
D. MAT testing is offered through UNCP Counseling and Psychological Services:
   James B. Chavis University Center, room 243
   Office hours: Monday through Friday from 8:00 a.m. to 5:00 p.m.
   Phone: 910.521.6202
   Fax: 910.521.6786
   Email: counselors@uncp.edu
   For MAT scheduling and registration Click Here

E. MAT score reporting: The UNCP institutional code for score reporting is 1363
   GRE score reporting: The UNCP institutional code for score reporting is R5534

6. Master of Social Work Program-Specific Requirements
   A. Required undergraduate prerequisites for the MSW program
      1) Six liberal arts prerequisite requirements that must be completed prior to full admission to
         the MSW Program:
         a. Human Biology or Anatomy & Physiology
         b. Economics
         c. Political Science or American Government
         d. Introduction to Psychology
         e. Introduction to Sociology
         f. Statistics
   B. Three professional and academic letters of recommendation from professional supervisors or
      university faculty who are not members of the UNCP Department of Social Work.
   C. An essay
      1) Approximately four to six pages in length.
      2) Demonstrates the applicant’s ability to thoroughly construct an argument, indicates the
         applicant’s professional and academic goals, and reflects congruence with the values and
         ethics of professional social work practice as specified through the National Association of
         Social Workers Code of Ethics Click Here
   D. Criminal Background Check
      1) Contact the School of Graduate Studies for instructions Click Here
   E. Reference Materials
      1) Advisement Guides/Study Plans for Full-time, Part-time, and Advanced Standing tracks can
         be located on the UNCP Department of Social Work website Click Here
      2) Liberal arts/general education prerequisite course requirements can be located on the UNCP
         Department of Social Work website Click Here
      3) National Association of Social Workers Code of Ethics Click Here
UNCP Master of Social Work Program

General Education Prerequisite Requirements for Application

In order for an applicant to receive full admission to the Master of Social Work program, the following prerequisite requirements must be completed (in addition to other application requirements). Any courses listed by the applicant as an “equivalent” prerequisite must be reviewed and approved by the MSW Program Director.

<table>
<thead>
<tr>
<th>Course</th>
<th>UNCP Courses that Meet the Prerequisite Requirement (Place “✓” in box if completed)</th>
<th>Equivalent Prerequisite Courses (Write equivalent course, if completed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statistics</td>
<td>☐ SWK/CRJ/SOC 3600 Social Statistics, or ☐ MAT 2100 Introduction to Statistics, or ☐ PSY 2080 Research Statistics</td>
<td>Or equivalent statistics course</td>
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<tr>
<td>Political Science</td>
<td>☐ PLS 1000 Introduction to Political Science, or ☐ PLS 1010 Introduction to American National Government</td>
<td>Or equivalent Introduction to Political Science or American Government</td>
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<tr>
<td>Psychology</td>
<td>☐ PSY 1010 Introductory Psychology</td>
<td>Or equivalent Introduction to Psychology</td>
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<tr>
<td>Sociology</td>
<td>☐ SOC 1020 Introduction to Sociology, or ☐ SOC 2090 Social Problems in Modern Society</td>
<td>Or equivalent Introduction to Sociology or Social Problems</td>
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<td>Human Biology</td>
<td>☐ BIO 1030 Basic Human Biology, or ☐ PED 3490 Anatomy and Physiology, or ☐ BIO 2110 Human Anatomy and Physiology I</td>
<td>Or equivalent Human Biology or Human Anatomy and Physiology</td>
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<td>Economics</td>
<td>☐ ECN 1000 Economics of Social Issues, or ☐ ECN 2020 Principles of Microeconomics, or ☐ ECN 2030 Principles of Macroeconomics, or ☐ ECN/GGY 2060 Economic Geography</td>
<td>Or equivalent economics course</td>
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THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
School of Graduate Studies
Request for Academic/Professional Recommendation

Applicant’s Full Name ____________________________________________________________

(First) (Middle) (Last)

Degree Sought: MA MAT MAEd MBA MPA MSA MSW

Intended Program: ________________________________________________________________

I agree that the recommendation I am requesting will be held in confidence by officials of The University of North Carolina at Pembroke and I waive any right I may have to examine it. Yes ___ No ___

Applicant’s Signature: ____________________________________________________________ Date: ______________________

ALL sections below should be completed by the academic/professional recommender.

1. How long and in what professional capacity have you known the applicant?

2. Evaluate this applicant, comparing her/him with other students/employees at similar stages of their academic/professional careers.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>EXCELLENT</th>
<th>ABOVE AVERAGE</th>
<th>AVERAGE</th>
<th>BELOW AVERAGE</th>
<th>NO BASIS FOR JUDGEMENT</th>
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<tr>
<td>Ability to communicate (oral)</td>
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<td>Ability to communicate (written)</td>
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<td>Ability to work with others</td>
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<td>Creativity</td>
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<td>Exhibits potential to pursue graduate study</td>
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<td>Initiative</td>
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3. Elaborate on one or more of the listed characteristics that demonstrates the candidate’s particular aptitude for graduate study in his/her chosen field.

Recommender’s Name: ____________________________________________________________ Date: ______________________

Recommender’s Signature: ______________________________________________________ Position/Title__________________________

Institution/Affiliation: ________________________________________________________ School (if applicable): ______________________

Work Address: ___________________________________________ Work Telephone Number: ______________________

Email Address: ___________________________________________ Date: ______________________

Recommender should mail this form directly to:
School of Graduate Studies
UNC Pembroke
P.O. Box 1510
Pembroke, NC 28372

Revised 8/27/10th
UNCP Master of Social Work (MSW) Program
Application Essay Requirements

The required essay should display a critical thought process, address both topics described below, and demonstrate the ability to write at a level appropriate for graduate work. The essay must be double-spaced, typewritten, and meet the specified page length. Any form of plagiarized work will not be accepted. The essay should coherently incorporate both of the elements below:

A. Autobiographical Statement (2-3 pages)
Write an autobiographical statement explaining why you would like to be a master’s level social worker. Social work practice is concerned with behavior in the context of the social environment. Your response could integrate important family and community influences, as well as a description of characteristics that distinguish you as a potential candidate for the Master of Social Work degree. Those reviewing your essay are evaluating evidence of your:

1. Commitment to social justice
2. Leadership abilities
3. Notable achievements and accomplishments (academic work or volunteer)
4. Perseverance in the face of adversity, oppression, socioeconomic disadvantage, and/or discrimination
5. Significant experience in diverse communities
6. Bilingual skills (including American Sign Language)
7. Disadvantaged background

It is important to communicate how you have developed as a result of these experiences, what knowledge you have gained, and how these experiences will affect your approach to your social work education and professional practice. Include comments on the factors that contributed to your choice of graduate level social work education and why are you making this choice at this time. Discuss your career goals and what you expect to be doing within five years and ten years.

B. Social Problem (2-3 pages)
Describe a social problem that you perceive as significant. Discuss it in relation to the following four areas:

1. Describe the societal contributions to the origin and maintenance of this problem.
2. Clearly discuss reasons this problem deserves public attention and resources.
3. If relevant, integrate any personal experiences that have contributed to your identification with and understanding of the problem.
4. Identify and explain possible methods of addressing the social problem, including social work leadership roles you might undertake.
Applicant’s Frequently Asked Questions (FAQ’s) about the Master of Social Work Program

1. **Is the MSW program accredited?**

Yes, the MSW program is accredited by the Council on Social Work Education (CSWE), the nationally recognized accrediting agency for social work programs. [Click Here](#) to view the MSW program accreditation status on the Council on Social Work Education website.

2. **Can you tell me about the faculty?**

The MSW faculty represent vast knowledge and diversity in the Department of Social Work, which contributes to the learning context of the program. Faculty yield from across the United States, including Puerto Rico, as well as international locations such as Ghana. Expertise includes clinical social work, gerontological social work, child welfare, family and domestic violence, substance use and abuse, military-related issues, and human trafficking. Various methods are used to promote instructor-student and student-student interactions including experiential learning activities, guest educators, and team-based learning.

3. **What fields of practice do the graduates usually enter?**

Our graduates receive learning for professional practice according to a generalist model, which equips them to engage in various fields of practice including: schools, social service agencies, court systems, military installations, and assisted living facilities. Graduates typically practice in locations ranging from rural to urban within the greater North Carolina area.

4. **When should I have my application submitted?**

Full-time and Part-time tracks begin during the fall semesters (submit by July 1st) Advanced Standing track begins in summer only (submit by April 15th)

If planning to receive financial aid, it will be important to submit your application within an appropriate time frame so any financial aid information can be processed in enough time to begin taking classes.

5. **Can you tell me more about the program?**

Students primarily participate in either the full-time or part-time programs. Each program is 60 credits with 930 field practicum hours. The full-time and part-time programs begin in the fall semester. (NOTE: Advanced Standing is 38 credits with 500 field practicum hours. Advanced Standing students must have obtained a BSW degree within the past 5 years and fulfill all other eligibility requirements. The Advanced Standing program begins in the summer only.)

6. **What can I expect as far as course load and study time?**

Students enrolled in the full-time program take at least four to five courses (3 hours each) per semester in addition to over 200 hours of field practicum (approximately three to four days per week at the practicum site). Students enrolled in the part-time program take at least three courses per semester in addition to field practicum. Students enrolled in the advanced standing program take 4 courses in the summer, then approximately 5 courses in addition to field practicum during
fall and spring semesters. For example advisement guides/study plans, please view the forms under Requirements for Master of Social Work Click Here. In addition to class attendance and field practicum, it is expected that students will include 6 to 9 hours of study and homework completion each week per course.

7.   **I am not exactly sure what role I want to fill in social work. Can you tell me what types of field placements students go into?**

It is common for new students to be uncertain of what field of practice may be of interest. The generalist model in the MSW program helps to introduce students to several areas of practice in various settings. For example, student field placements have included hospitals, mental health agencies, substance use and abuse agencies, military veteran services, vocational rehabilitation, disability support services, domestic violence shelters, and school settings. Ms. Cindy Locklear is the MSW Field Director who coordinates the field experience. Ms. Locklear would be able to answer questions about field practicum when it is time to coordinate this critical learning experience. You may Click Here to view the names and contact information of each department member.

8.   **What is the average class size?**

The class size can vary, yet the average has been approximately 25 students.

9.   **I have a long commute and a full-time job, are there any online courses?**

The MSW program is a traditional classroom program that primarily meets face-to-face. Students can expect to attend classes approximately three to four days per week throughout the semester. The offering of distance education courses only occur on rare occasions. Courses are primarily offered in the evening during week days with periodic scheduling of afternoon class times.

10.   **What if I begin the full-time program and find that it is challenging to balance my education, work, and family life?**

Students can transition from the full-time to the part-time program, which would provide a reduced course load. Courses are only offered one time per year so once a student has transitioned to part-time, the individual will not be able to transition back to full-time. Students do have up to six years to complete the MSW program. Students are encouraged to consider education, work, and family life balance prior to applying to a specific program track.

11.   **What if I have more questions about the Advanced Standing (38 credit hour), Full-time (60 credit hour), or Part-time (60 credit hour) programs? Is there someone I can contact?**

Absolutely, anyone in the Department of Social Work would be very willing to answer your questions. You may Click Here to view the names and contact information of each department member. Dr. Sherry Edwards 910.521.6476 is the MSW Program Director and Ms. Natasha Kinto 910.775.4454 is the Student Support Specialist for MSW students. Each student is also assigned a faculty member as an academic advisor and should discuss issues including the plan of study, course grades, or withdrawing from courses with the advisor.