

BSW Application Instructions

1. The BSW Program Application is filled out during enrolled semester or once pre-requisite courses SWK 2361, SWK 2362 and 2389 are completed.

2. BSW Application period opens Tuesday, March 1, 2022.

3. **Completed** BSW applications are due to the Social Work office: **Friday, April 15, 2022- extended until May 24th.** **If you need additional time, please email Randi.Wright@tamuc.edu**

4. **Type** the information on the application and print. Staple the **typed** narrative to the application; sign & date both the application **and** narrative.

5. Request three (3) professional references - these can be **employers, supervisors, or faculty from other educational programs**. Complete the top portion of each reference form.

DO NOT use personal references - No family or friends.

6. Code of Conduct must be signed and dated. Provide current transcripts/degree works printout and complete COEHS advisement guide.

7. **A complete admissions packet includes:**

- **Typed** BSW Application signed/dated,
- **Typed** Narrative signed/dated,
- Typed paper you have submitted to one of your previous courses- This can be from any class- must be around 3 pages in length.
- Three (3) Professional Letters of Reference, NO FAMILY OR FRIENDS
- Code of Conduct signed/dated,
- Transcripts or Current DegreeWorks printout,
- Headshot photo- can be self take, must look professional

All forms are available on the Social Work Website at www.tamuc.edu/BSW

SUBMIT COMPLETED APPLICATION PACKET TO:

BSWAdmissions@tamuc.edu

If hand delivered - School of Social Work Henderson 311

Should you have any questions or need assistance please email:

Randi Wright, BSW Director at Randi.Wright@tamuc.edu
Wendy Nutt, BSW Program Support at Wendy.Nutt@tamuc.edu

TEXAS A&M UNIVERSITY-COMMERCE Bachelors of Social Work (BSW)

Application for Admission to the BSW Program

I. PERSONAL INFORMATION: (Please type each section.)

Name: _____

TAMU-C CWID _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Business Phone: () _____

Emergency Phone: () _____ Date of Birth: _____

E-Mail: _____

Nearest Relative (Spouse, Parents, etc.): _____

Their Address: _____

Their Phone: () _____

II. DEMOGRAPHIC INFORMATION:

(This information is requested so that we can accurately report student demographic information to the Council on Social Work Education, and to help us with program planning. Your completion of this section, while not mandatory, will be greatly appreciated).

Please check the appropriate blanks.

Ethnic Background:

Native American _____ Caucasian _____
Asian American _____ African American _____
Hispanic American _____ Other: _____

Gender Classification Sophomore _____
Female _____
Male _____ Junior _____ Senior _____

Marital Status: Single _____ Married _____ Divorced _____ Widow _____

Do you have any children? Yes _____ No _____

If yes, how many? _____ What are their ages? _____

III. EDUCATIONAL BACKGROUND:

(List all academic work beyond high school. Please list present school first.)

College or University	City & State	Hours Passed	Dates Attended
1. _____			
2. _____			
3. _____			

IV. SIGNIFICANT WORK AND VOLUNTEER EXPERIENCES:

(Please list present employer first.)

Name & Location of Employer	Position/Responsibilities	Dates
1. _____		
2. _____		
3. _____		
4. _____		

V. ABILITY TO HELP OTHERS:

Helping others as a professional social worker requires that one be able to put a client's needs first. Social workers must be willing to identify and address any area of their mental, emotional or physical functioning that might hinder them in professional work with clients.

Do you know of any area in which your functioning has been or might be an issue?

____ Yes ____ No

If yes, did you seek or are you seeking assistance to address the issue?

____ Yes ____ No

If you answered YES to either question, please provide a separate typed written explanation and attach with this application.

VI. LEGAL INFORMATION:

1. Have you ever been a party to a civil lawsuit? ____ Yes ____ No

If yes, please explain:

2. Have you ever been arrested and/or convicted of a felony or misdemeanor?

____ Yes ____ No

If yes, please explain:

VII. COMPLETION OF PREREQUISITE COURSES:1. **Overall GPA** _____2. **Liberal Arts Foundation**

For all University Studies classes you have completed, please write in your grade. If you are enrolled, please put an “**R**” in the blank or write semester when plan to take course:

_____ ENG 1301	_____ HIST 1301	_____ PSCI 2301
_____ ENG 1302	_____ HIST 1302	_____ PSCI 2302
_____ Math 1342	_____ 3hrs Science*	_____ 3 hrs Lit/Phil/Cult
_____ UNCO 1301 (TAMUC Core)	_____ 3hrs Science	_____ 3 hrs Cre/Arts
_____ Degree Pathway (TAMUC Core)	_____ 3 hrs Soc/Beh Sci	_____ 18 hours of electives. *Put hours completed here.

***BSC 1309 or BSC 2401 & BSC 2402 (A&P I/II) are recommended but not required. *Transfer students can leave UNCO and Degree Pathway blank *If you are taking any of these courses during the Summer- Please type SUM in place of the grade**

3. **Pre-Major Courses**

Please write in your grade for courses completed below. Put an “**R**” in the blank beside course if you are enrolled or write semester when plan to take course.

(SWK courses below are required by end of Summer II prior to Fall Admission)

_____ MATH 1342	_____ SWK 2361
_____ PSY 2301	_____ SWK 2362
_____ SOC 1306	_____ SWK 2389

VIII. NARRATIVE:

Please attach a double-spaced typed narrative of approximately 2 pages in length. Your narrative should address the following:

1. Your reasons for pursuing a career in social work,
2. The field of social work practice that most interests you at this time, and the reasons for your choice,
3. How you believe your personal characteristics and strengths will contribute to your success in social work, and
4. What aspects of your personality, knowledge, and/or skills you see as needing improvement prior to beginning your professional social work career.
5. **Please sign/date narrative.**

IX. CERTIFICATION:

I CERTIFY THAT ALL INFORMATION ON THIS APPLICATION IS COMPLETE AND CORRECT.

DATE: _____

SIGNATURE OF APPLICANT

DATE APPLICATION RECEIVED: _____

NOTE: THIS TYPED APPLICATION FORM SHOULD BE SUBMITTED ALONG WITH:

1. Three (3) completed BSW professional reference forms (**no family/friends allowed**),
2. Narrative – Typed, Signed & Dated (*Proofread and check for spelling and grammatical errors*)
3. Paper you have submitted to one of your previous courses- This can be from any class- must be around 3 pages in length.
4. Typed explanation, if answered “YES”, to either question in Section V. (*If applicable*)
5. Current transcript, Unofficial transcript, advising report or **Degree Works** print out (for current TAMUC students)
6. Signed Code of Conduct
7. Headshot style photo, may be self taken, must look professional

Website: www.tamuc.edu/BSW

SUBMIT COMPLETED APPLICATION TO BSWAdmissions@tamuc.edu

YOUR APPLICATION CANNOT BE CONSIDERED COMPLETE, UNTIL YOUR FILE CONTAINS ALL OF THE PREVIOUSLY MENTIONED DOCUMENTS.

You will get an email once application items are received- This email will show you all portions of the application that have been submitted as well as those that are still outstanding.

If you have questions about the application process, please email Randi.Wright@tamuc.edu for assistance