

**Application for Admission Supplement:  
Bachelor of Arts in Social Work**

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**Applicant Information:**

Legal First Name: \_\_\_\_\_ Legal Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ ID Number (if known): \_\_\_\_\_

**New Desired Program: Bachelor of Arts in Social Work** Initials: \_\_\_\_\_ **New** Date: \_\_\_\_\_

**Desired Start Term:**                      Fall                      Spring                      Summer                      Year: \_\_\_\_\_

**Policies:**

Initials:	Date:	Applicants are required to acknowledge they have read the following policies:

**Social Work Ethical & Professional Responsibility Statement**

I acknowledge that I have read and understand the University of Massachusetts Global BASW Program Policies and Procedures contained in the University of Massachusetts Global Catalog, the University of Massachusetts Global Student Code of Conduct located in My UMass Global, and the Professional Dispositions Inventory and Readiness Review summary above. I understand that my program and/or requirements may be altered only on written request and that any changes must be approved by the Designated Campus Staff/Full Time Social Work Faculty/Associate Dean/Dean. I agree to adhere to the procedures as outlined and understand that any appeal of action under these policies and procedures must be made through the Designated Campus Staff/Full Time Social Work Faculty/Associate Dean/Dean.

It is the obligation and responsibility of the University to determine the student’s appropriateness and suitability for the helping profession. As a student in a program leading to service in one of the helping professions, I understand that I must meet all program standards and abide by the ethical standards of the profession and the University of Massachusetts Global Student Code of Conduct. I also understand that poor academic work, observed professional deficiencies or any violation of the professional standards or the University of Massachusetts Global Student Code of Conduct will constitute grounds for disciplinary action against me, which may include, suspension or termination from the BASW Program, or dismissal from University of Massachusetts Global.

I have read and understand the ethical standards of the profession identified in the professional organization listed above and will comply with these standards and the University of Massachusetts Global Student Code of Conduct. Additionally, I have read and understand the Professional Dispositions Inventory and Readiness Review summary and I agree to adhere to these policies and expectations.

I am aware that a criminal background may limit my ability to obtain student liability insurance required for the social work practicum, may limit my practicum site options, and may interfere with or exempt me from applying for professional licensing.

Please type your legal name below to indicate your acknowledgement of the Ethical and Professional Responsibility Statement.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### **Social Work Field Program Statement**

The Social Work Program at UMass Global requires all students to read, initial, sign, and upload this “Field Practicum Statement of Understanding and Accountability” and return it with their field application documents. The intent of this statement is to confirm acknowledgment of the field requirements and expected level of communication between the student and the field team.

1. I must submit all field application documents as specified in the Field Practicum Manual and in the required timeframe specified by the field team. I must respond within 48 hours to emails from the social work field team. Once I am cleared by field staff for a field readiness interview, I must respond to field faculty and complete my readiness interview within the timeframe specified. If I am unresponsive after three attempts by the field team to contact me, I will be notified via email that I am being deferred to the next available practicum start term.
2. Federal and state laws mandate criminal background checks for individuals working with or volunteering with children, the elderly, people with disabilities, and/or clients in correctional settings. A criminal record (misdemeanor or felony) may make a student ineligible for placement with many agencies. I understand that a lack of disclosure regarding any criminal background (even expunged charges as they will still appear on background checks) during the agency interview process may result in a denial of placement at certain agencies. I am required to disclose any criminal background issues or concerns to the Director of Field Education or assigned Assistant Director of Field Education so they can have an informed understanding of the potential challenges of placement on a case-by-case basis. Agency clearance evaluations will likely require a valid social security number and a valid driver’s license.  
  
PLEASE NOTE: If I have legal issues (infraction, charge, misdemeanor, or felony) while in the program, I am required to report this immediately to the Field Director or assigned Assistant Director of Field Education prior to returning to field in order to determine the next step. Lack of disclosure in either of the above described situations may result in disciplinary action, up to and including dismissal from the program.
3. Many field placements require health exams, vaccinations, TB tests, drug screens, and/or other documentation in advance of the field practicum start date. Some of these have costs associated with them; I am responsible for these costs. These requirements are imposed by the field placement and not by UMass Global.
4. Field placements may require a writing sample, resume, and/or professional references before an interview. I understand that an interview with a potential field placement does not guarantee acceptance as an intern.
5. I must complete the specified number of field practicum hours in my respective program. Both BASW and MSW Standard Advanced Generalist (SAG) students are required to be in their field practicum a minimum of 133/134 hours per term (16-18 hours per week), 400 hours for the academic sessions I am enrolled in for field practicum and seminar. Students must be available for field placement during regular business hours M-F 8:00-5:00. Securing an internship outside of regular business hours is not standard and is not guaranteed so students must plan accordingly. Students must be available for field placement during regular business hours M-F 8:00-5:00. Securing an internship outside of regular business hours is not standard and is not guaranteed so students must plan accordingly.
6. I must complete all field practicum hours continuously and concurrently within the specified field seminar (BASW: 493, 494, and 495; MSW SAG: 593, 594, 595; MSW AS/AG: 693, 694, 695, 696). If I must take a leave of absence during the field practicum sequence, I have 12 months to resume and complete my field practicum hours and corresponding field seminar courses. After 12 months have lapsed, I am required to start the entire field process over. This includes field application documents, readiness interview, placement interview(s), field practicum hours, and field seminar courses.

By signing below, I acknowledge and agree to this Social Work Field Program Statement.

Please type your legal name below to indicate your acknowledgement of the Ethical and Professional Responsibility Statement.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

This form can be emailed to [apply@umassglobal.edu](mailto:apply@umassglobal.edu) to complete your request to be admitted to BA in Social Work Program.