

# Master of Social Work Application for Admission

You can earn an advanced degree in social work at Barry University at the master's or doctoral level.

To be considered for admission to the MSW program, you must show proof of a bachelor's degree from a regionally accredited college or university or an internationally listed institution and have maintained a grade point average of 3.0 or higher for the last two years of undergraduate study. If your GPA is lower than 3.0, you may still be considered for admission but a formal interview may be required.

To be considered for the Advanced Standing MSW Program you must have a Bachelor of Social Work from an undergraduate program accredited by the Council on Social Work Education (CSWE) accredited with a minimum grade point index of 3.0 for the last 60 credits or two years of undergraduate study. Additionally, you must have received your BSW within five years prior to enrolling at Barry.

You will be admitted based on your performance at all previous colleges, recommendations, personal statement, and additional requirements as specified.

**An admission decision cannot be reached until your file is current and complete. A complete application consists of the application form, a minimum of a three-page typed personal statement of purpose, official transcripts from all colleges/universities attended, three letters of recommendation, submission of the criminal history disclaimer/technical standards attachment and a \$30 application fee.**

**Questions about the application process  
Social Work Admissions Office**

305-899-3672 • 800-756-6000 ext. 3672

**Questions about the West Palm Beach program**  
561-622-2732

**Director of Admissions for MSW programs**

305-899-3919 • 800-756-6000 ext. 3919

Fax: 305-899-3934 (attention: Social Work Admissions)  
pmack@mail.barry.edu

# BARRY UNIVERSITY

**THE ELLEN WHITESIDE MCDONNELL  
SCHOOL OF SOCIAL WORK**

11300 NE Second Avenue  
Miami Shores, FL 33161-6695

Miami Shores Campus  
305-899-3900  
800-756-6000, Ext. 3900

West Palm Beach Campus  
561-622-2732

[www.barry.edu/MSW](http://www.barry.edu/MSW)

*where you belong*



**It is your responsibility to ensure that all required credentials are forwarded to:**

Barry University  
School of Social Work  
Office of Admissions  
Powers Building  
11300 NE Second Avenue  
Miami Shores, FL 33161-6695.

**Please follow these detailed instructions to complete the application process:**

1. Write your social security number on all documents, including checks for application fees and deposits. This number is used for identification purposes only.
2. Submit all application materials in the enclosed envelope including application fee, application form, and personal statement. Please note transcript(s) must be submitted in an official envelope by the institution(s) issuing the transcript(s). Letters of recommendation must also be submitted in sealed envelopes by the individual recommenders.
3. Notify the Social Work Admissions Office immediately if you change your name or address.
4. All credentials become the property of Barry University and cannot be returned.

**TRANSCRIPTS**

1. Use the enclosed Transcript Request Forms to expedite receipt and processing of transcripts. All transcripts must be official.
2. Transcripts must be submitted in an official envelope sealed by the institution issuing the transcript.
3. Transcripts showing degree earned must be from a regionally accredited institution or a listed international institution.
4. Transcripts from foreign colleges/universities that are in a language other than English must be translated by an official translation agency. You must arrange for the translation.
5. Transcripts from foreign colleges/universities must be evaluated by an international transcript evaluation service.
6. If you graduated from Barry University, you do not need to request transcripts.

**PERSONAL STATEMENT**

This is an important part of your application. Your statement must be typewritten and consist of a minimum of three double-spaced pages. Be sure to:

1. Submit on separate sheet of paper.
2. Affix your signature at the end.
3. Print your name, social security number (optional), desired program, and page number on the upper right hand corner of each page.

**LETTERS OF RECOMMENDATION**

1. Submit three letters of recommendation on the forms provided. Supportive information may be included and should be submitted on the recommender's official letterhead (if applicable).
2. Letters of recommendation may be submitted directly from the person writing the recommendation to the School. If you submit the recommendations with other application materials, they must be in envelopes sealed by the individual completing the recommendation.
3. If you are a current BSW student applying to the Advanced Standing Program you must submit two letters of recommendation and a copy of your mid-semester field placement evaluation and then submit a copy of your final field placement evaluation and final official transcript upon your graduation. If you have graduated from a BSW program you must submit two letters of recommendation and a copy of your final field placement evaluation.

**CRIMINAL HISTORY/CORE PERFORMANCE STANDARDS**

Initial and sign the attached criminal history and core performance standards form.

**APPLICATION FEE**

1. Print your name and social security number (optional) on your check/money order.
2. The application fee is \$30 and must be submitted with your application (waived for Barry alumni).

**ADMISSION PROCESS**

1. You will receive an acknowledgment when your application is complete, including the application form, personal statement, transcripts, three references, criminal history/core performance standards form, and application fee.
2. The School of Social Work reviews your file.

3. The School's Admissions Office will notify you of the admission decision by letter.
4. You must remit a deposit of \$225 within 30 days of receiving your acceptance letter. Your social security number should be affixed to the deposit.

**TRANSFER STUDENTS**

1. Follow the process outlined above.
2. Request a transfer of credit form the School's Admissions Office.
3. You must submit the appropriate syllabus and bibliography for each course for which you request transfer credit.
4. Students transferring from other MSW Schools of Social Work who have completed a field education placement component must submit a copy of your final field placement evaluation.

**DEADLINES**

The School of Social Work admits full- and part-time students at the Miami Shores campus to the 60-credit program in the fall and spring semesters. You may be admitted to the 32-credit advanced standing program in Miami Shores on a full- or part-time basis in the fall, spring, or summer semesters. If you apply to either the 60-credit program or 32-credit advanced standing program at the West Palm Beach/Treasure Coast location you may be admitted in the fall semester only.

**Application deadlines**

Fall Semester	July 15
Spring Semester	December 15
Summer Semester	April 15

If you reside outside South Florida, you are strongly encouraged to complete your application one month prior to the deadline in order to have sufficient time to apply for financial aid and to relocate.

## Transcript Request Form

Dear Prospective Student:

Please fill in the reverse side of this Request for Transcript form and send it to all colleges/universities you attended. If classes (credits) have been transferred to another college, we still must receive transcript from originating college.

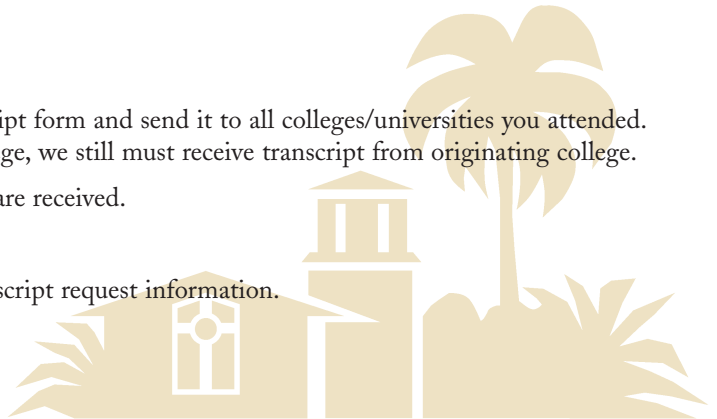
No official acceptance can be made until all transcripts are received.

If you need more forms, please feel free to make copies.

*Thank you* for your prompt attention to expediting transcript request information.

6708 08/06

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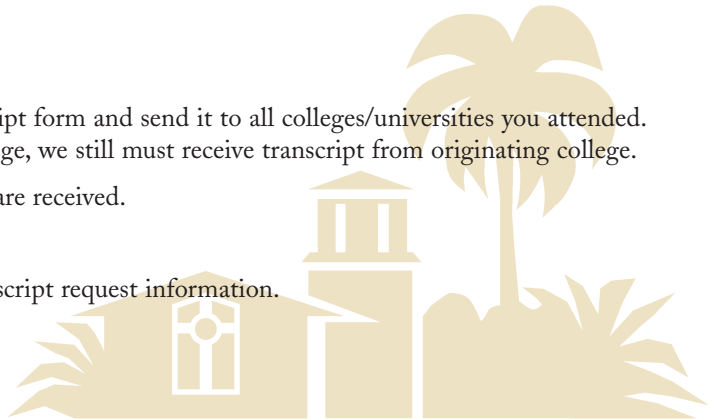
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6708 08/06



# Transcript Request Form

To: REGISTRAR

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

\_\_\_\_\_  
Name of College/University

\_\_\_\_\_  
Address

\_\_\_\_\_  
City and State

PLEASE SEND A TRANSCRIPT OF MY RECORD  
TO:

**BARRY UNIVERSITY**  
**School of Social Work**  
**Office of Admissions**  
**11300 NE Second Avenue**  
**Powers Bldg., Room 130**  
**Miami Shores, FL 33161-6695**

I attended your school from \_\_\_\_\_ (mo.) \_\_\_\_\_ (yr.) to \_\_\_\_\_ (mo.) \_\_\_\_\_ (yr.)

Name used while attending \_\_\_\_\_

Social Security \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (for identification purposes)

Full legal name \_\_\_\_\_

*(please print)*

Address \_\_\_\_\_ Apt. \_\_\_\_\_

City & State \_\_\_\_\_ ZIP \_\_\_\_\_

Daytime phone \_\_\_\_\_

Email address \_\_\_\_\_

Signature \_\_\_\_\_

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Daytime phone \_\_\_\_\_

Email address \_\_\_\_\_

Signature \_\_\_\_\_

# Recommendation Form—*Confidential*

## Master of Social Work

**TO THE APPLICANT:** Print or type your name and address below and give this form to someone (employer, supervisor, head of department, academic advisor, or one of your professors) who knows you well enough to evaluate your qualities and abilities. Please provide your recommender with a stamped envelope addressed to: Barry University, School of Social Work, Office of Admissions, 11300 NE Second Avenue, Powers Bldg., Room 130, Miami Shores, Florida 33161-6695  
305-899-3900 • Toll-Free 800-756-6000, ext. 3900 • Fax 305-899-3934

Name \_\_\_\_\_ Social Security Number\* \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
*Last First Middle*

Address \_\_\_\_\_  
*Street City State ZIP*

Telephone Number ( ) \_\_\_\_\_ E-mail Address \_\_\_\_\_

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974:** The purpose of this recommendation is to assist in making the admission decision and, if you are admitted and enroll, to aid in academic advising and otherwise assisting you. Under the provisions of the act, you have the right, if you enroll at Barry, to review your educational records. The act further provides that you may waive your right to see recommendations for admission. Please check the appropriate box indicating whether or not you wish to waive this right and sign your name.

I  waive  do not waive any right of access I may have to this recommendation form.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**TO THE RESPONDENT:** The above-named person is applying to our Master of Social Work program. You have been chosen by the applicant to aid us in the selection process by supplying an evaluation of his/her ability. We would appreciate it if you would comment briefly on the applicant's strengths and/or weaknesses as indicated below. *(Please print or type)*

1. I have known the applicant as  an undergraduate student;  a graduate student;  other \_\_\_\_\_

2. I have known the applicant since \_\_\_\_\_, in my position as \_\_\_\_\_

Please comment on the following:

3. In what capacity and for how long have you known the applicant? If you have personal knowledge of any experience the applicant has had in the broad areas of social service, indicate the nature of this experience and your assessment of the applicant's performance.

4. What do you consider the applicant's major strength as a candidate for professional education in social work?

5. In what areas, and to what degree, does the applicant need to be strengthened as a potential professional social worker?

6. Please give your impression of the applicant's rating in the following areas:

	Poor	Average	Good	Outstanding	Unable to Judge
a. Openness to new learning on a graduate level	_____	_____	_____	_____	_____
b. Ability to learn and conceptualize the knowledge base of his/her profession	_____	_____	_____	_____	_____
c. Breadth and depth of applicant's life and/or practice experiences	_____	_____	_____	_____	_____
d. Potential for imaginative, resourceful, and creative thinking	_____	_____	_____	_____	_____
e. Ability to express self orally and in writing	_____	_____	_____	_____	_____
f. Potential for sustaining a variety of positive interpersonal relationships which reflect sensitivity to individual differences	_____	_____	_____	_____	_____
g. Emotional stability and personal maturity	_____	_____	_____	_____	_____
h. Potential for growth in self-understanding and self-evaluation	_____	_____	_____	_____	_____

7. Summary Evaluation:

- \_\_\_\_\_ I *strongly recommend* this applicant for admission and feel that he or she has the capability to perform at a superior level.  
 \_\_\_\_\_ I *recommend* this applicant for admission and feel his or her performance should be comparable to that of most graduate students.  
 \_\_\_\_\_ I *do not recommend* this applicant for admission to the Barry University School of Social Work graduate program.

Signature of the Respondent \_\_\_\_\_

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

Title \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_

Company/Institution \_\_\_\_\_

Address \_\_\_\_\_

Questions? Call 305-899-3900 or 800-756-6000, ext. 3900.

Please mail form directly to:



**SCHOOL OF SOCIAL WORK**  
 Office of Admissions  
 11300 NE Second Avenue  
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[www.barry.edu/MSW](http://www.barry.edu/MSW)

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e. Ability to express self orally and in writing	_____	_____	_____	_____	_____
f. Potential for sustaining a variety of positive interpersonal relationships which reflect sensitivity to individual differences	_____	_____	_____	_____	_____
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*Last First Middle*

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2. I have known the applicant since \_\_\_\_\_, in my position as \_\_\_\_\_

Please comment on the following:

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b. Ability to learn and conceptualize the knowledge base of his/her profession	_____	_____	_____	_____	_____
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d. Potential for imaginative, resourceful, and creative thinking	_____	_____	_____	_____	_____
e. Ability to express self orally and in writing	_____	_____	_____	_____	_____
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Signature of the Respondent \_\_\_\_\_

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

Title \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_

Company/Institution \_\_\_\_\_

Address \_\_\_\_\_

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 Office of Admissions  
 11300 NE Second Avenue  
 Powers Bldg., Room 130  
 Miami Shores, FL 33161-6695

[www.barry.edu/MSW](http://www.barry.edu/MSW)

## Master of Social Work Application

Please mail application and the \$30 nonrefundable processing fee (or alumni nomination form) to Barry University, School of Social Work, Office of Admissions, 11300 NE Second Avenue, Powers Bldg., Room 130, Miami Shores, FL 33161-6695  
305-899-3900 • Toll-Free 800-756-6000 ext. 3900 • Fax 305-899-3934

### SECTION ONE

#### PERSONAL INFORMATION (Please type or print in ink)

Legal Name \_\_\_\_\_  
Last First Middle

Indicate any other name (married, maiden, adoptive) which may appear on your credentials \_\_\_\_\_

Mailing Address \_\_\_\_\_ Apt. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

E-mail address \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_ Ext. \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Citizenship \_\_\_\_\_ Resident Alien Number \_\_\_\_\_  
(Please include photocopy of both sides of Resident Alien card.)

Social Security Number\*\* \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Gender<sup>†</sup>  Male  Female Birthplace<sup>†</sup> \_\_\_\_\_ Birthdate<sup>†</sup> \_\_\_\_\_

If you wish to be identified as a member of a racial/ethnic group, please indicate which group.<sup>†</sup>

American Indian or Alaskan Native  Asian or Pacific Islander  Black or African American  Hispanic  White/Caucasian  Other \_\_\_\_\_

#### INTENDED PROGRAM AND GENERAL INFORMATION

Barry University School of Social Work now enables you to earn an MSW degree at an accelerated pace. We have done this by making the summer semester a full semester equivalent to fall and spring semesters. For example, full-time students entering the program in the fall semester have the option of enrolling in the school for the fall-spring-summer-fall semester; therefore completing the program at an accelerated pace.

Please note that you may begin enrollment in either the 60-credit program or 32-credit advanced standing program at the Miami Shores main campus location as a full-time or part-time student in either the fall or spring semester. Advanced standing students are also admitted to the Miami Shores campus on a full-time or part-time basis during the summer semester. The 60-credit program can be completed in as little as 16 consecutive months while the 32-credit advanced standing program can be completed in as a little as 7 consecutive months.

Please note that all classes at the West Palm Beach/Treasure Coast location are held on Saturdays only. You must begin the program in the fall semester. The 60-credit program takes 7 consecutive semesters or 2 1/2 years to complete. The 32-credit program takes 4 consecutive semesters or 16 months to complete.

Indicate your expected entry/enrollment date: Fall 20 \_\_\_\_\_ Spring 20 \_\_\_\_\_ Summer 20 \_\_\_\_\_

Check here if you are graduating with a BSW degree from Barry University School of Social Work.

Check here if you are graduating from Barry University's ACE Program with a social welfare concentration.

Please check one box in each column:

<input type="checkbox"/> Full-time	<input type="checkbox"/> 60-Credit MSW Program	<input type="checkbox"/> Miami Shores Main Campus Location
<input type="checkbox"/> Part-time	<input type="checkbox"/> 32-Credit Advanced Standing MSW Program <b>(requires a BSW degree)</b>	<input type="checkbox"/> West Palm Beach Satellite Campus

\*Please note: part-time advanced standing enrollment is not offered in the spring semester.

\*\* Applicants for admission are advised that the requested disclosure of their Social Security Number is voluntary. All Barry applicants will be assigned a seven-digit identification number. The Social Security Number will be used as a cross-reference identification number only. It will not be used to identify student records such as grade reports or permanent academic records, nor to certify school attendance and report student status. A student who wishes to apply for federal or state grants, loans, and other financial aid programs is required to supply the Social Security Number. The student's Social Security Number will not be disclosed to individuals or agencies outside Barry University except in accordance with Barry University policy on student records.

† Birthplace and birthdate are required for international applicants in order to complete an I-20 student visa application form. For all other applicants, the information gathered concerning birthplace, birthdate, gender or racial/ethnic group will be used for administrative and reporting purposes only. The applicant is not required to answer these questions and refusal to answer them will not affect admission. Any information given by the applicant in answer to these questions will be kept confidential.

## SECTION TWO

Have you attended Barry University before?  Yes  No If yes, please indicate (1) your status at the time you attended and (2) the dates of your attendance  
 Undergraduate  Graduate  Non-degree seeking Dates of attendance: \_\_\_\_\_  
 How did you learn of Barry's School of Social Work?  Alumnus  Advertisement  Colleague  Friend  Web page  Open House  
 Received information in the mail  Web page  Other \_\_\_\_\_  
 Check here if you are re-applying to the School.  Check here if you are seeking re-admission  Graduate School Fair  
 Original application must have been submitted within last two years. to the School (i.e., leave of absence).

List school, civic, business, professional or other similar organizations in which you have been active.

Are you available for a personal interview, if requested?  Yes  No

### EDUCATIONAL BACKGROUND

Undergraduate Major: \_\_\_\_\_ Minor: \_\_\_\_\_  
 List all colleges and professional schools attended. It is the responsibility of the applicant to request that one official transcript from each school be sent directly to the Barry University, School of Social Work, Office of Admissions. If a degree is pending, indicate date degree will be awarded and request one transcript to be forwarded immediately when the degree is posted on the transcript. Use extra sheet for additional information. Specify any other name which may appear on transcript(s).

Name, city, state, country of institution(s) attended <i>(Do not use acronyms)</i>	Name Used <i>(If different)</i>	Dates of Attendance	Degree	Date Received/ Expected
		From To		
		From To		
		From To		
		From To		

### OCCUPATIONAL BACKGROUND

Applicant's Employer \_\_\_\_\_  
 Address \_\_\_\_\_  
Street or P.O. Box  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Phone (     ) \_\_\_\_\_  
 Occupation Title \_\_\_\_\_ How long? \_\_\_\_\_

List other recent positions held, name of employer, and your immediate supervisor or principal. (Any employment the applicant considers a social welfare/human services position should also be listed as one of the three required references.) It is strongly recommended that applicants attach or mail a copy of their resume with the application.

Occupation/Title	From	To	Employer Name, Address (include Country), Supervisor
			Name: _____ Address: _____ _____ Supervisor: _____
			Name: _____ Address: _____ _____ Supervisor: _____

## REFERENCES (Name and Addresses)

It is the responsibility of the applicant to request recommendations (see forms enclosed) in support of his/her application from the individuals listed below. These recommendations will become a part of the permanent file of the applicant. Please give the name and addresses of three persons who will submit evaluations as part of your application. **One of the three should be a professor, an employer, or supervisor of volunteer work.** For applicants seeking admission to the Advanced Standing Program, one of the three references should be from the field instructor who supervised your BSW field placement or you may submit two letters of recommendation and a copy of your final field placement evaluation. Please ask that all recommendation forms be directed to Barry University, School of Social Work, Office of Admissions.

Name and Address	Association with Applicant

## ADMISSION TEST REQUIREMENTS (Official scores should be sent to Barry University, Social Work Office of Admissions.)

TOEFL. (Test of English as a Foreign Language). Date Taken \_\_\_\_\_ Score \_\_\_\_\_ Date planning to take \_\_\_\_\_  
(Minimum score of 550 required for standard test, 213 for computer based test required of all students who do not give evidence of being native English speakers or who have not received their undergraduate degree from a university in which English is the language of institution within the last five years.)

## SECTION THREE: PERSONAL STATEMENT

Attach a typewritten personal statement to the application. The statement may discuss personal, academic, or professional experience with issues of human diversity (i.e., race, ethnicity, gender, sexual orientation, disability), discrimination, and/or poverty. The statement should incorporate the following themes:

1. Goals related to issues of human diversity that have influenced the development of your interest in social work.
2. Your view of a current social issue and the role of social work in addressing it. Feel free to comment briefly on the source of your views.
3. Your reasons and readiness for choosing to pursue a graduate degree in social work, and your reason(s) for applying to Barry University School of Social Work.

Describe your career goals and indicate which personal vocation or educational experiences have influenced your choice.

4. Your own assessment of your strengths and weaknesses.
5. Your plan to finance graduate education.

Note: If there are any variances in academic performance reported on college transcripts, please include reason(s) for this variance.

## SECTION FOUR: APPLICANTS NONREFUNDABLE FEE OF \$30 MUST ACCOMPANY ALL APPLICATIONS

I certify that the information given in this application is complete and accurate. I realize that my application cannot be reviewed until all requested credentials have been received by the Office of Admissions, that it is my responsibility to support these credentials, and that concealment or misrepresentation of any college registration, academic or disciplinary record – both undergraduate and graduate – may cancel and nullify my application or admission. If accepted, I agree to comply with the regulations of the University and to pay all fees required. I understand that all credentials become the property of Barry University.

Signature \_\_\_\_\_

Date \_\_\_\_\_

\* Please note this application must be filled out completely even where you have included your resumé.

Barry University provides reasonable academic accommodations in compliance with all Federal and State Laws. If you require accommodations for preadmission meetings, contact your admissions counselor. Upon acceptance to the University, you may contact the Office of Disability Services at voice/phone 305-899-3488 or fax 305-899-3056 or e-mail [disabilityservices@mail.barry.edu](mailto:disabilityservices@mail.barry.edu) to arrange for any accommodations you may require and to submit appropriate documentation. Additional information can be found at [www.barry.edu](http://www.barry.edu).

In administering its affairs, the University shall not discriminate against any person on the basis of race, creed, religion, color, national or ethnic origin, sex, age or physical disability. This nondiscrimination includes policies and procedures related to membership on the Board of Trustees, the educational program, employment and personnel practices, admissions, scholarships/grant/loan awards, and participation in athletic and other student activities.

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## Barry University School of Social Work Criminal History Disclaimer

An increasing number of employers, including social service agencies, are now requiring that their potential employees, student interns, and volunteers complete criminal background screening checks. It is critical that you be informed and take responsibility for the following.

\_\_\_\_\_  
(initial) I understand that if there are currently any pending criminal charges against me in any jurisdiction, this may make me ineligible for admission to the Barry University School of Social Work and/or agency placement for field education. Further, should I fail to disclose such pending legal action, I understand that the School of Social Work may be obligated to take immediate action to terminate me from my program of study as per the School of Social Work's Core Performance Standards.

\_\_\_\_\_  
(initial) I understand that a history of criminal conviction may negatively impact the ability of the School of Social Work Department of Field Education to place me with an agency for the purposes of completing my field education requirements.

\_\_\_\_\_  
(initial) I understand that it is my responsibility to disclose information regarding all prior adult convictions and/or criminal penalties to any agency where I may be placed for field education purposes.

\_\_\_\_\_  
(initial) I am aware that if I fail to be forthcoming with this information, it can result in dismissal from the agency and disciplinary action by Barry University School of Social Work.

\_\_\_\_\_  
(initial) I am aware that within the state of Florida, a felony history may make me ineligible to become a licensed social worker. **(Note:** The state reserves the right to deny any individual a license. For further information, please contact the State of Florida and Licensing Board for: FL Board of Clinical Social Work, Marriage, Family Therapy and Mental Health Counseling, 4052 Bald Cypress Way, BIN #C08, Tallahassee, FL 32399, 850-245-4474).

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Date*

## CORE PERFORMANCE STANDARDS AGREEMENT

You must meet essential standards of behavior for social work practice. The following chart begins with the NASW Code of Ethics that identifies the core values on which social work's mission is based; it summarizes ethical principles that reflect the profession's core values; establishes a set of specific ethical standards that guide social work practice in knowledge generation and knowledge dissemination and provides the principles on which the public can hold social work practitioners, scholars, and educators accountable. These principles depict the scope of responsibility to which you obligate yourself from the time of entry in the Barry University-School of Social Work. The Core Performance Standards are based on the assumption that the standards, including the Code of Ethics, are exercised differentially in accord with a social worker's role, but that in this set of standards, correlated skill areas, and examples of essential behaviors, all social workers, including students in Barry University's social work degree programs, will recognize their professional responsibilities and criteria for professional conduct. In order to remain in good standing in the School of Social Work, all students, as stated in the NASW Code, "must not allow their own personal problems, psychosocial distress, legal problems, substance abuse, or mental health difficulties interfere with their professional judgment and performance or to jeopardize the best interests of people for whom they have a professional responsibility." (p.23, NASW Code of Ethics).

<b>Standard</b>	<b>Skill Areas</b>	<b>Examples of Essential Behaviors for Students</b>
<p><b>Professional Ethics</b> Individual judgment and conduct is consistent with established laws and the values and ethics of the social work profession as set forth in the NASW Code of Ethics.</p>	<p>Identifies and maintains legal and ethical standards in all practice and academic roles and settings; seeks appropriate consultation when necessary.</p> <p>Demonstrates integrity and trustworthiness in carrying out all professional/academic roles and activities.</p> <p>Demonstrates academic integrity in the preparation of written assignments, research and scholarly papers.</p> <p>Understands and appropriately applies laws pertaining to client confidentiality; protects the well-being of research participants in accord with IRB human subjects' protection guidelines.</p> <p>Advocates for and advances change on behalf of vulnerable populations.</p> <p>Demonstrates respect for the positive value of diversity.</p>	<p>Refrains from socializing with clients; maintains boundaries with research participants and students they may teach.</p> <p>Utilizes clinical supervision and/or refers client when needed interventions are beyond his/her competence.</p> <p>Keeps commitments to clients, research participants, students they may teach and colleagues.</p> <p>Refrains from cheating and plagiarism as defined in the student handbook.</p> <p>Utilizes pseudonyms when discussing clients in class or academic papers; protects research participant identity in written reports of studies.</p> <p>Submits research proposal to IRB for review prior to initiating research activities with human subjects.</p> <p>Participates in individual and/or group activities at the local, state or national level, such as lobby day.</p> <p>Willingly accepts and works with a diverse client caseload; designs research and scholarship that reflect cultural validity.</p>
<p><b>Critical Thinking</b> Individual reasoning reflects a comprehensive analysis that distinguishes fact from inference; an individual's conclusions and assigned meanings are grounded in relevant data, information and evidence.</p>	<p>Applies a scientific, analytic approach to practice, research and scholarship that integrates the critical appraisal of social research findings and the evaluation of social policies, program and practice outcomes.</p> <p>Organizes information from extant bodies of knowledge and literature, or secures primary or secondary data, or a combination, and exercises logical thinking, analysis, and synthesis, comparison and contrast, to develop cogent understandings of scholarly issues.</p> <p>Demonstrates an ability to integrate theory and practice in all academic work including research and field education. This includes a demonstrated knowledge of the influence of social, political and economic factors in the evaluation of academic scholarship, research, client systems, organizations, and communities.</p>	<p>Academic presentations reflect a comprehensive, inclusive, and relevant review of appropriate literature.</p> <p>Process recordings reflect student's use of this knowledge in working with clients.</p>





Standard	Skill Areas	Examples of Essential Behaviors for Students
<p><b>Time Management</b> Effective time management strategies guide all professional and academic responsibilities and activities</p>	<p>Consistently completes quality work on schedule.</p> <p>Acts responsibly with respect to communication and negotiation of professional and academic commitments.</p>	<p>Submits all required work without being prompted, and follows through with field placement or practicum terms and commitments on collaborative projects.</p> <p>Punctually attends field or practicum placements, meetings, and classes.</p> <p>Communicates in advance to all affected parties whenever there is an interruption of planned attendance or task completion and identifies appropriate alternatives when a change in plans is necessary to include instructors and advisors around absences or the late submission of assignments.</p>
<p><b>Self Awareness</b> A commitment to the process of self-reflection and self-critique assuming full responsibility to protect peers, colleagues, research participants, clients and others from the adverse consequences of personal performance problems and behaviors.</p>	<p>Examines professional practice and academic strengths and weaknesses.</p> <p>Solicits, accepts, and incorporates feedback with respect to performance.</p> <p>Identifies and addresses barriers to performance through the design and implementation of specific goals and strategies for professional growth.</p>	<p>Engages the challenge of self-reflection and self-critique process in all classroom, field education and practicum discussions, and written exercises.</p> <p>Utilizes weekly supervisory sessions and/or other forms of professional and academic advisement and mentorship.</p> <p>If in a field placement, submits at least one process recording per week and actively participates in field supervision.</p> <p>Seeks professional help and consultation when necessary.</p> <p>Makes the necessary adjustments to professional and/or academic workloads in the face of personal difficulties that may adversely impact the quality of academic work or practice with clients.</p>
<p><b>Professional Relationships</b> All professional interactions reflect respect, integrity, honesty, cooperation and collaboration as well as a clear understanding of professional role, authority and appropriate boundaries.</p>	<p>Develops and maintains cooperative and collegial relationships with clients, colleagues, superiors, peers, students, research participants, agency personnel, faculty, school staff, advisors, and field educators.</p> <p>Contributes as a constructive participant in academic and agency affairs.</p> <p>Cooperates, collaborates, and supports social work and interdisciplinary colleagues in the knowledge-building and knowledge dissemination enterprise.</p> <p>Identifies and demonstrates an appreciation of the uniqueness and commonalities, strengths/resilience and limitations, and conflicting values that characterize self and other individuals and groups.</p> <p>Collaborates effectively with community resources and connects clients with local community resources.</p> <p>Engages, maintains and appropriately terminates relationships with diverse client groups, faculty, university personnel, colleagues, students, organizations, communities, and research participants in a professional, responsible and respectful manner.</p>	<p>Voices concerns to field educator or practicum mentor or faculty supervisors of assistantships in a respectful manner and in accordance with agency protocol.</p> <p>Keeps field advisor or doctoral faculty advisor informed of all issues that may arise in field and works proactively with all parties to alleviate issues.</p> <p>Honors and follows through on verbal and written agreements and commitments made with others.</p> <p>Attends “Meet the Dean” sessions and offers constructive suggestions to improve the quality of the program.</p> <p>Co-authors publications with peers and faculty colleagues.</p> <p>Constructs culturally grounded research and scholarship and intervention plans with various client systems.</p> <p>Prepares strength-based social work research designs and assessments of clients.</p> <p>Makes appropriate referrals of clients or research participants, as appropriate, for client services.</p> <p>Exits assigned field placement or doctoral practicum with proper notification to all relevant parties, including clients, field educator or practicum mentor, and field advisor or doctoral faculty advisor.</p>





Standard	Skill Areas	Examples of Essential Behaviors for Students
<p><b>Communication</b> All verbal, non verbal and written exchange of information between self, clients, faculty, university personnel, and colleagues are in accordance with established laws and professional standards.</p>	<p>Receives and responds appropriately to verbal, non verbal and written forms of communication with a wide range of client systems and persons demonstrating an understanding of professional role and sensitivity to differences due to class, age, culture, ethnicity, religion, gender, sexual orientation and physical or mental abilities without evaluation or judgment; effectively uses language to communicate with others.</p> <p>Demonstrates mastery of the English language.</p> <p>Demonstrates timely and appropriate receipt of, response to, and documentation of communication with faculty, school staff, peers, other colleagues, students, field educators, advisors, research participants, and clients as indicated.</p>	<p>Speaks with dignity, respect, and sensitivity to clients, colleagues, faculty, school staff, field staff, research participants, students, and others at all times.</p> <p>Prepares written and oral academic products and presentations with responsible content.</p> <p>Prepares written documents that are clear, concise, accurate and complete and reflect correct grammar, syntax, thought development and APA referencing format.</p> <p>Follows agency guidelines for record keeping SSW guidelines for record keeping if deployed by the SSW.</p> <p>Uses weekly process recordings to communicate learning progress to field educator and field advisor.</p> <p>Returns all calls or e-mails in a timely manner to faculty, school staff, peers, other colleagues, students, field educators, advisors, research participants, and clients as indicated.</p>

I have reviewed these standards with my advisor and received a copy.

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Barry Faculty  
Advisor's Signature*

\_\_\_\_\_  
*Date*



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