

**Marieb College of Health & Human Services
Department of Social Work**



**Application Packet
BSW Program Fall
2022**

Thank you for your interest in the Baccalaureate of Social Work (BSW) Program at Florida Gulf Coast University! We are excited that you are considering social work as your academic major. Social Work is a profession in which you are able to work with people from all walks of life, especially those who experience oppression and discrimination. We provide social work services to individuals, families, groups, communities, and organizations. We are involved in individual change as well as institutional change from a strengths and empowerment perspective for the well-being of all people. The profession has a local, national, and global focus – advocating for a more socially and economically just world.

To learn more about the Department of Social Work please visit our website at:

<https://www.fgcu.edu/mariebcollege/socialwork/bsw>

Here you will find a description of the classes we offer for the degree as well as the requirements for graduation.

The following packet comprises the documentation required to apply for admission to the two-year undergraduate professional program. The forms and instructions for completing the application packet are attached.

The application packet consists of:

- Application Checklist
- Program Application
- Self-Disclosure Statement
- Three (3) sets of reference forms (there should be three forms for each individual reference)
- Three (3) letters of reference (one letter from each individual reference)
- Personal Statement
- Value Essay
- Transcripts from each college or university attended including FGCU

For admission for Fall of 2022, this application needs to be completed and returned by no later than 5:00pm on Friday, May 20, 2022.

You may hand in the application at the social work department reception desk at Merwin Hall, Room 131A or you may mail the application with all supporting documents to:

Florida Gulf Coast University
Department of Social Work
10501 FGCU Boulevard, South
Fort Myers, FL, 33965

If you have any questions, please do not hesitate to contact me via phone at (239) 590-7826 or via email at lhtaylor@fgcu.edu

Leigh Taylor, Ph.D., MSW
BSW Program Coordinator, & Assistant Professor
Department of Social Work

**Florida Gulf Coast University
Department of Social Work
Baccalaureate of Social Work Program**

Application Checklist

Please attach this checklist to the top of your application packet!

_____ Program Application

_____ Self-Disclosure Statement

_____ Three (3) sets of 'Request for Reference' forms (one set from each individual reference)

_____ Three (3) letters of reference (one letter from each individual reference)

_____ Personal Statement

_____ Value Essay

_____ Transcripts from each college or university attended including FGCU

ACADEMIC HISTORY

Please list below all colleges and/or universities that you have attended (use reverse side if necessary):

College/University	Dates Attended	Credit Hours Completed	Degree Awarded

Please list below all social work courses that you have completed, including at FGCU (use reverse side if necessary):

Course Title	College/University

Please list below any common pre-requisite courses (American National Government, Biology, Economics, Psychology, Sociology) that you will be completing during Summer 2021 (use reverse side if necessary):

Course Title	College/University

EMPLOYMENT HISTORY

Will you be employed while completing the BSW program? Yes No

If yes, will your employment be part-time or full-time? Part-time Full time

List all employment in chronological order beginning with the most recent (use reverse side if necessary):

Employer	Dates Employed	Job Title

OTHER INFORMATION

Emergency Contact Information:

Name	Relationship	Phone

How did you learn of the FGCU social work program?

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**Florida Gulf Coast University
Department of Social Work
Baccalaureate of Social Work Program**

Self-Disclosure Statement

All students applying for admission to the BSW Program must complete this self-disclosure statement regarding felony arrests, felony convictions, or both. Many agencies require background checks prior to accepting a student for field placement or employment. If you answer 'Yes' to any of these questions, please attach the final disposition or discharge papers you received from the court.

Have you ever been arrested for a misdemeanor offense? Yes No

If yes, please explain. Attach a separate sheet if necessary.

Have you ever been convicted of a misdemeanor offense? Yes No

If yes, please explain. Attach a separate sheet if necessary.

Have you ever been arrested for a felony offense? Yes No

If yes, please explain. Attach a separate sheet if necessary.

Have you ever been convicted of a felony offense? Yes No

If yes, please explain. Attach a separate sheet if necessary.

Signature: _____

Date: _____

**Florida Gulf Coast University
Department of Social Work
Baccalaureate of Social Work Program**

Request for Reference

To whom it may concern:

Please complete the following reference form for _____, an applicant for admission to the Baccalaureate of Social Work (BSW) Program at Florida Gulf Coast University. When completed, forward the letter to the student in an envelope that you have signed across the sealed flap. The student's address is:

Thank you for assisting the admissions committee in their review of the application for this student!

Sincerely,

Leigh Taylor, Ph.D., MSW
BSW Program Coordinator & Assistant Professor
FGCU Department of Social Work

To be completed by the Student:

Notice of Waiver

I am aware of my rights under the Family Educational Rights and Privacy Act of 1974 to have access to letters of recommendation written on my behalf. I also understand that by submitting this letter of recommendation with my application packet, it becomes the property of the Florida Gulf Coast University Department of Social Work and therefore, my right of access is limited to viewing the document only at the school and I will not be allowed to obtain a copy of the letter from the school. I also understand that my ability to view these documents is contingent on my being admitted and enrolling in the BSW Program at Florida Gulf Coast University Department of Social Work.

It is my desire that this letter be written in confidence and I wish to waive my right of access to this letter.

I wish to retain my right of access to read this document once I have been admitted to and subsequently enroll in the BSW Program at Florida Gulf Coast University.

Name (print): _____

Signature: _____

Date: _____

How long and in what capacity have you known the student?

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Summary Evaluation

	Excellent	Very Good	Good	Fair	Poor	No Basis for Judgment
Intellectual potential						
Ability to work with others						
Emotional stability						
Sense of responsibility						
Communication Skills: Written						
Communication Skills: Oral						
Ability to analyze a problem and formulate a solution						
Motivation for proposed study in social work						
Concern with social issues						
Demonstrated commitment to work on behalf of oppressed populations						

On a separate sheet of paper, please respond to your knowledge of the applicant's scholarship, critical thinking, personality, character, and professional potential. Include in the statement an assessment of strengths and deficits of this applicant. Comment on your view of the applicant's philosophical congruence with the values and ethics of social work, if applicable. Please add any additional information that you believe to be important for the assessment of this student.

Recommendation:

Please indicate the strength of your overall recommendation by checking one of the categories below:

_____ I highly recommend for admission.

_____ I recommend for admission.

_____ I recommend for admission with reservation.

_____ I do not recommend for admission.

Name (print): _____

Signature: _____

Title/Position: _____

Date: _____

**Florida Gulf Coast University
Department of Social Work
Baccalaureate of Social Work Program**

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Name (print): _____

Signature: _____

Title/Position: _____

Date: _____

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Personal Narrative Cover Sheet

Prepare a personal narrative to be included as part of your application packet. The narrative should be no longer than three (3) pages, be double-spaced, and typed in 12-point font (preferably Arial or Times New Roman).

You may organize the narrative in any manner but please be sure to include the following information:

- The reason for your interest in social work
- Personal and societal factors that influenced your decision to major in social work
- Personal strengths and challenges that will contribute to your appropriateness for the social work profession

Please be sure to sign and date this cover sheet and then attach it to your personal narrative!

Name (print): _____

Signature: _____

Date: _____

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Value Essay Cover Sheet

The Code of Ethics of the National Association of Social Workers (NASW) states: “The mission of the social work profession is rooted in a set of core values. These core values, embraced by social workers throughout the profession’s history, are the foundation of social work’s unique purpose and perspective.”

Prepare a value essay to be included as part of your application packet. The essay should be no longer than three (3) pages, be double-spaced, and typed in 12-point font (preferably Arial or Times New Roman).

You may organize the essay in any manner but please be sure to do the following:

- 1) Review the NASW Code of Ethics found online at <https://www.socialworkers.org/About/Ethics/Code-of-Ethics/Code-of-Ethics-English>
- 2) Select **one of the six core values** and write a brief essay explaining your understanding of this core value and its significance for you.

Please be sure to sign and date this cover sheet and then attach it to your value essay!

Read the statement below acknowledging your review and understanding of the NASW Code of Ethics as found at the website provided above then sign and date this cover sheet:

“I acknowledge that I have read and understand the NASW Code of Ethics. I accept that I am expected to adhere to the values, ethics, and standards for the social work profession while I am studying to be a social worker.”

Name (print): _____

Signature: _____

Date: _____

**Florida Gulf Coast University
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Legal Disclosure Statement

For field placement purposes it is necessary that you disclose any records expunged pursuant to applicable law. If you answer yes to any of the following questions, you must fully disclose all incidents in a separate sheet of paper. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission or rejection by any field placement. You are required to provide the BSW program with copies of all official documents explaining the final disposition of the proceedings. This information is confidential; any action taken will first be discussed with you.

- 1) Are you currently, or have you ever been, charged with or subject to disciplinary action for scholastic or any type of misconduct at any educational institution? Yes No
- 2) Have you ever been charged with a violation of the law (misdemeanor or felony) which resulted in, or, if still pending, could result in, probation, community service, incarceration, or the revocation or suspension of your driver's license (including traffic violations which resulted in a fine of \$200.00 or more)? Yes No
- 3) 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 FGCU Department of Social Work Master of Social Work Program, and/or an agency placement for Field Education. Further, should I fail to disclose such pending legal action I understand that FGCU may be obligated to take immediate action to terminate me from my program of study.
- 4) I understand that a history of criminal conviction may negatively impact the ability of the Department of Social Work to place me with an agency for the purposes of completing my field education requirements.
- 5) 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 and that failure to be forthcoming with this information, can result in dismissal from the agency and disciplinary action by FGCU and the Department of Social Work.
- 6) I understand that in Florida a felony history may make me ineligible to become a licensed social worker. For further information, contact the Florida Board of Clinical Social Work, Marriage and Family Therapy, & Mental Health Counseling, 4052 Bald Cypress Way, BIN #C08, Tallahassee, FL 32399, Telephone: 850-488-0595.
- 7) Additionally, I understand that it is my responsibility to disclose to the Field Education Coordinator information regarding any possible conflict of interest that may exist between myself and an agency where I may be placed for field placement; whether this be pre-existing or whether it occurs following agency assignment for the purposes of field placement. Failure to be forthcoming with this information can result in dismissal from the agency and disciplinary action by FGCU and the Department of Social Work.

Name (print): _____

Signature: _____

Date: _____

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Application Certification Statement

By signing this statement, I certify that:

- 1) I understand that this application is for admission to Florida Gulf Coast University only and is valid for the term indicated.
- 2) I understand and agree that I will be bound by the FGCU BSW Program and University regulations concerning admission requirements as published in the FGCU Catalog for 2021 – 2022.
- 3) I understand that admission to the program is competitive and that this application does not ensure my admission to the Baccalaureate of Social Work Program at FGCU.
- 4) I certify that all the information given in this application is complete, accurate, and true, and if admitted, I hereby agree to abide by the policies of the Board of Trustees and the rules and regulations currently found on the FGCU website (<http://www.fgcu.edu/generalcounsel/regulations.asp>)
- 5) I authorize the release of information concerning my academic progress to educational institutions for research study purposes.
- 6) I will notify the Admissions Office of any changes in the information I have given prior to my entry into the University.
- 7) I understand that I may need to secure professional liability insurance prior to my placement in the field internship.

Name (print): _____

Signature: _____

Date: _____