

## Mid-Tennessee Collaborative MSW Program Application

### Dear Applicant:

Thank you for your interest in this MSW program. This is one program which has three locations: Austin Peay State University, Middle Tennessee State University, and Tennessee State University. You will be asked to select your home campus. If you are willing to consider a second and third alternative to your preferred home campus, you will be asked to indicate this as well. Your home campus is where you will register, pay tuition and fees, attend the in-person classes, and receive your degree. Online classes may be taught by professors from your home campus or from any of the other two sites. Through your in-person classes, you will get to know your home campus cohort and through your online classes you will become acquainted with those students who are in your same program, just at a different locale.

You must meet the following requirements to be eligible for regular program admission:

1. Graduation from an accredited college or university, with a bachelor's degree which includes coursework in the area of liberal arts
2. A cumulative GPA of 2.75 or higher
3. Completion of the Graduate Record Exam

You must meet the following requirements to be eligible for advanced standing admission:

1. Graduation from an accredited College or university, with a bachelor's degree in social work which is accredited by the Council on Social Work Education. There is no time limit on when the degree was received.
2. A cumulative GPA of 3.0 or higher.
3. Completion of the Graduate Record Exam.

*Enrollment is limited.*

*Review of completed applications begins February 1, 2016*

**Application Process for the MSW requires two steps:**

- (1) **Apply to the Graduate College of your home campus.** This application is completed online. Your transcripts and your GRE scores must be sent to the Graduate College. You can access the Graduate College application at your home campus below:
  - Austin Peay State University <http://www.apsu.edu/cogs/graduate-admissions-forms>
  - Middle Tennessee State University <http://www.mtsu.edu/graduate/apply.php>
  - Tennessee State University <http://www.tnstate.edu/graduate/forms.aspx>
- (2) **Apply to the MSW program of your home campus.** This application can be downloaded from the web site, completed, and returned by mail. You can submit your

application beginning on September 1, 2015. You can access the MTC-MSW program application at your home campus below:

- Austin Peay State University

<http://www.apsu.edu/socialwork/msw-degree-program>

Mail the completed application to:

APSU Department of Social Work, Box 4656, Clarksville, TN 37044

- Middle Tennessee State University

<http://www.mtsu.edu/socialwork/msw.php>

Mail the completed application to:

MTSU Department of Social Work, MTSU Box 139, Murfreesboro, TN 37132

- Tennessee State University

<http://www.tnstate.edu/socialwork/msw.aspx>

Mail the completed application to:

Office of Graduate Studies and Research, Tennessee State University, 330 Tenth Avenue North, Nashville, TN 37209

### **Notification of Admission Status**

To be accepted into the program, you must meet the admissions requirements of both the Graduate College and the MSW program. This administrative process is as follows:

- (1) The Graduate College will determine whether you meet the minimum qualifications for admission to graduate studies and will notify the MSW Admissions Committee.
- (2) The MSW Admissions Committee will review those applications approved by the Graduate College as meeting minimum admission criteria, select the individuals for admission, and notify the Graduate College of the decision.

You will be notified by mail regarding your admission status by the end of March. If you are placed on a waiting list but indicated a second choice, the admissions committee may contact you about forwarding your MTC-MSW application and need to submit a new Graduate School application to your alternative home campus.

For more information, please visit the site of your home campus below:

- Austin Peay State University <http://www.apsu.edu/cogs/graduate-admissions-forms>

- Middle Tennessee State University

<http://www.mtsu.edu/graduate/apply.php>

- Tennessee State University

<http://www.tnstate.edu/graduate/forms.aspx>

You may also contact Dr. Barbara F. Turnage, MTC-MSW Program Coordinator at [Barbara.turnage@mtsu.edu](mailto:Barbara.turnage@mtsu.edu) or (615) 494-8626.

**Mid-Tennessee Collaborative MSW Program  
Application for Admission 2016-2017**

Please check which campus you are requesting as a home campus. You can only apply to one campus.

- Austin Peay State University, Clarksville, TN  
 Middle Tennessee State University, Murfreesboro, TN  
 Tennessee State University, Nashville, TN

If your application is not accepted by your preferred home campus, indicate in order of preference which alternative home campus you would prefer:

\_\_\_\_\_

\_\_\_\_\_

Please check which program you are requesting:

- Full MSW Program (60 credit hours), attending full time (2 years to complete)  
 Full MSW Program (60 credit hours), attending part time (4 years to complete)  
 Advanced Standing MSW Program (30 credit hours), attending full time (1 year)  
 Advanced Standing MSW Program (30 credit hours), attending part time (2 years)  
*Eligibility for Advanced Standing is limited to those with a BSW degree from a CSWE accredited social work program and a cumulative GPA of 3.0 or higher.*

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

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Email** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Gender** \_\_\_\_\_ **Race/Ethnicity (optional)** \_\_\_\_\_

University or College of your undergraduate degree \_\_\_\_\_

Degree:  BA  BS  BSW/BSSW/BASW

List other \_\_\_\_\_ Major: \_\_\_\_\_

Name(s) on your previous degree(s) \_\_\_\_\_

Have you requested your transcripts be sent for this application?  Yes,  No

Have you taken the GRE?  Yes  No. If no, when do you plan to take it? \_\_\_\_\_

**Volunteer Experience:** List any volunteer social services work you have done, including service learning, internships, or field practicum.

Agency & Location	Duties	Dates/Hours completed
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**Employment History:** List employment you have held in recent years.

Employer & Location	Job Title	Dates
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Please list the name of the three references which will be submitted. These must be professional references. Relatives or personal friends cannot act as references. One reference must be from an undergraduate professor or a work supervisor. Instructions are included on the reference form.

1. _____	_____
Name	Capacity in which known
2. _____	_____
Name	Capacity in which known
3. _____	_____
Name	Capacity in which known

**Please attach an Essay responding to the following three items. The essay must be typed, double spaced, using Times New Roman or Arial font, with font size 12, one inch margins, and a maximum of 5 pages.**

1. Discuss significant factors influencing your decision to pursue a Master in Social Work degree. Your essay should include information regarding career goals and current and/or prior leadership experiences that will contribute to your success as a graduate student and in the social work profession. (1-2 pages)
2. Briefly describe a major social problem of great concern to you. Discuss key factors that you believe must be addressed in an effort to alleviate the problem; as well as opportunities and challenges likely to surface in seeking a solution. You may cite references. (2 pages)
3. If there is anything else you would like us to know as we consider your academic or work history, please describe. Include any honors, awards, scholarships (optional, maximum 1 page)

**Please respond to the following professional statements.**

I agree to abide by the National Association of Social Workers Code of Ethics as found at <http://www.naswdc.org/pubs/code/default.asp> in all interactions with faculty, colleagues, administrators, and field placement clients.

Yes       No

I acknowledge that I understand that if I have ever been convicted for any offense other than a minor traffic violation that it may prevent me from being placed in a particular field placement as indicated at <http://www.mtsu.edu/socialwork/Final%20MSW%20Hanbook%208-10%20%209-14-12.pdf>

Yes       No

I acknowledge that I understand that if I have ever been convicted for any offense other than a minor traffic violation that it may prevent social work licensure in some states.

Yes       No

I acknowledge that I understand that a MSW from a Council on Social Work Education accredited program is a requirement for licensure, but it is not a guarantee of licensure. I understand that I am responsible for checking with the state in which I intend to practice for information on licensure.  Yes       No

**Please respond to the following program statements.**

I understand that full time attendance is 12-15 credit hours per semester.  Yes       No

I understand that part time attendance is 6 credit hours per semester.  Yes       No

I understand that I must follow the sequence of courses as outlined on the web site and in the MSW Student Handbook. \_\_\_\_ Yes \_\_\_\_ No

I understand that in order to change from full-time to part-time, or from part-time to full-time, that I must first have the permission of my advisor, and that my course of study will be restricted by the sequence of courses. \_\_\_\_ Yes \_\_\_\_ No

I have read and understand the counseling out policy located on page 12 of the MSW Student Handbook.

**Please sign and date the application.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Mid-Tennessee Collaborative MSW Program  
Letter of Reference for Applicants**

Name of Applicant \_\_\_\_\_

Home campus: \_\_\_ Austin Peay    \_\_\_ Middle Tennessee    \_\_\_ Tennessee State

I waive  or do not waive  my right to examine this evaluation.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Note to Reference:**

The above named is applying for admission to the Mid-Tennessee Collaborative MSW Program. The applicant has given your name as a person having knowledge of his or her potential for undertaking graduate study in social work. Please be candid in your assessment of the applicant. This reference should be mailed directly to the program with your signature on the seal of the envelope.

How long have you known the applicant? \_\_\_\_\_

In what capacity have you known the applicant? (Professor/Instructor; Supervisor; Field Instructor; Personal; Other)

\_\_\_\_\_

Please rate the applicant relative to other students, employees or people interested in social work whom you have known. Please indicate your evaluation by placing a "√" in the appropriate category.

Characteristics	Outstanding (top 5%)	Very Good (top 10%)	Good (top 25%)	Average (top 50%)	Below Average (lower 50%)	Not Observed
Academic Performance						
Intellectual ability						
Judgment						
Maturity						
Oral Skills						
Written Skills						
Ability to think critically						
Capacity for leadership						
Ability to work with others						
Organizational skills						
Positive attitude						

What do you consider as the applicant's positive qualities and limitations that would bear on his/her performance in a graduate program leading to a master's degree in social work?

(You may attach a letter.)

**Recommendation:**

- Highly recommend  
 Recommend  
 Recommend with reservation (please explain)  
 Do not recommend (please explain)

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title/Organization Affiliation \_\_\_\_\_

**Mail reference to home campus:**

\_\_\_ Austin Peay State University, Department of Social Work, Box 4656, Clarksville, TN 37044

\_\_\_ Middle Tennessee State University, Department of Social Work, MTSU Box 139, Murfreesboro, TN 37132

\_\_\_ Tennessee State University, Social Work Program, 3500 John A. Merritt Blvd, Box 9525, Nashville, TN 37209

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