

**Austin Peay State University MSW Program**  
**Application for Admission 2021-2022**

**Dear Applicant:**

Thank you for your interest in the Austin Peay State University (APSU) Master of Social Work (MSW) Program. Since 2009, APSU has been part of an MSW collaborative accredited by CSWE. We are excited to announce that we will be offering a stand-alone MSW program independent of the original collaborative beginning in Fall 2021. You will be admitted to a program in candidacy for CSWE accreditation, and can be assured that APSU is taking all steps to ensure that you will graduate from a fully accredited social work program. 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

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, accredited by the Council on Social Work Education.
2. A cumulative social work GPA of 3.0 or higher.

***Enrollment is limited.***

***Review of completed applications begin February 1, 2021***

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

- (1) **Apply to the College of Graduate Studies.** The application for the College of Graduate Studies is completed online. Your transcripts must be sent to the College of Graduate Studies. You can access the links to the instructions and the College of Graduate Studies application below:  
**Department of Social Work/MSW** [apsu.edu/socialwork/mastersofsocialwork/](https://apsu.edu/socialwork/mastersofsocialwork/)
- (2) **Apply to the MSW program.** You may submit your application any time before the deadline of February 1, 2021. Applications will be continue to be accepted and reviewed after the initial deadline if there are still available spots in the program. Please see page 3 of this PDF document to begin the application.

Mail the completed application to:  
APSU Department of Social Work  
P.O. Box 4656  
Clarksville, TN 37044

## **Notification of Admission Status**

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

- (1) The College of Graduate Studies 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 College of Graduate Studies as meeting minimum admission criteria, select the individuals for admission, and notify the College of Graduate Studies of the decision.

You will be notified by mail regarding your admission status by the end of March. You may be placed on a wait list or offered admission for other than what you requested.

For more information, please visit the site of the College of Graduate Studies below:

- Austin Peay State University College of Graduate Studies  
[apsu.edu/grad-studies/graduateprograms/social-work.php](http://apsu.edu/grad-studies/graduateprograms/social-work.php)

**Please complete the MSW Application starting on page 3 of this document.**

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Please check which admission status you are requesting. Please check only one box. If you are admitted for other than what you have requested, you will be notified by email.

- 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 transcript be sent for this application?  YES  NO

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

Agency & Location	Duties	Dates/Hours completed
_____		
_____		
_____		
_____		

**Employment History:** List employment you have held in recent years.

Employer & Location	Job Title	Dates
_____		
_____		
_____		
_____		
_____		

Please list the name of the three references to 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 should 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 and include any honors, awards or 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 [naswdc.org/pubs/code/default.asp](http://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 [mtsu.edu/socialwork/documents/MSWStudentHanbook.pdf](http://mtsu.edu/socialwork/documents/MSWStudentHanbook.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, 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 10 of the MSW Student Handbook.  YES  NO

**Please sign and date the application.**

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

## Austin Peay State University MSW Program Letter of Reference for Applicants

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

Signature of Applicant: \_\_\_\_\_

I waive the right to review this document       I do not waive the right to review this document

The above named is applying for admission to the APSU 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)

\_\_\_\_\_

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 for Admission:

- Highly Recommend       Recommend with Reservation (please explain)  
 Recommend       Do Not Recommend (please explain)

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

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

Mail to: **Austin Peay State University, Department of Social Work, Box 4656, Clarksville, TN 37044**

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