INDIANA UNIVERSITY

School of Social Work

Baccalaureate of Social Work Program (BSW)

Application Packet Instructions

2013 - 2015 Academic Years

BSW Fall Application Due: Monday after Thanksgiving

BSW Spring Application Due: Monday after Spring Break

socialwork.iu.edu

Making an impact on baccalaureate social work education since 1975.
Dear Prospective Applicant,

Indiana University School of Social Work (IUSSW) offers quality education to prepare baccalaureate students for generalist social work practice. Dedicated faculty and staff, relatively small ratio of faculty to students, excellent school and campus facilities, hundreds of practicum sites, and expansion of technologies allow the students to maximize their potential to become successful social workers. These resources are available on the five campuses where IUSSW offers baccalaureate social work (BSW) education: Bloomington, Indianapolis, Richmond, Gary, and South Bend.

Social Work is one of the most dynamic and challenging professions in society. While in 1998 the profession celebrated its 100 year anniversary, its existence can be traced to earlier times in history. Its value, knowledge, and skill base allows social workers to practice at various societal levels (micro, mezzo, macro), and in a wide variety of fields of practice (advocacy, addiction, aging, child and family welfare, corrections, etc.). The National Association of Social Workers has over 150,000 members worldwide and social work students are eligible to become members at a reduced membership fee.

While making a career choice is an exciting phase of one’s life, the decision is not an easy one. Therefore, in the following pages we have included information about the profession, the School of Social Work, the BSW program, and the admissions process to help you make an informed decision.

We would like to invite you to visit our website: socialwork.iu.edu

Or, please visit us in person at one of our five locations. It is extremely important that you carefully plan for the time commitment you will need to make, should you enter our program.

Students accepted to the BSW program are to attend an orientation session on the campus of their acceptance to become acquainted with the program. Students accepted to the program are to abide by the NASW Code of Ethics.

Finally, our message to you is that educating well-qualified professionals at the baccalaureate level is our program priority.

Best wishes.

Katharine V. Byers, Ph.D.  Carolyn Gentle-Genitty, Ph.D.  Ed FitzGerald, LCSW, J.D.
BSW Program  BSW Program  BSW Program
Director (IUB)  Interim Director (IUPUI)  Director (IUE)

Andrea Tamburro, EdD, MSW  Carol Massat, Ph.D.
BSW Program  BSW Program
Director (IUN)  Director (IUSB)

IU BSW program: A leader in preparing social workers for strengths-based generalist social work practice with vulnerable populations.
In order to apply for any of the IUSSW BSW programs, you must first be admitted to the campus to which you are applying!

Indiana University School of Social Work (IUSSW) is proud to offer its BSW program at five IU campuses: IU Indianapolis (Headquarters); IU Bloomington; IU East; IU Northwest; IU South Bend

**IUSSW Program Administration**

- Michael A. Patchner, Ph.D.  Dean IU School of Social Work
- Cathy Pike, PhD  Interim Associate Dean, IU School of Social Work

**IU Indianapolis BSW Program Administration**

- Carolyn Gentle-Genitty, Ph.D.  Interim IU Indianapolis BSW Program Director
- Ivette Barbosa, MSW  IU Indianapolis BSW Student Services Coordinator
- Erika Galyean, MSW, LCSW  IU Indianapolis BSW Field Practicum Coordinator

**IU Bloomington BSW Program Administration**

- Katharine V. Byers, Ph.D.  IU Bloomington BSW Program Director
- Carlene Quinn, LCSW, ACSW  IU Bloomington BSW Field Practicum Coordinator
- Bruce McCallister, MSW  IU Bloomington Student Outreach Coordinator

**IU East BSW Program Administration**

- Ed FitzGerald, LCSW, J.D.  IU East BSW Program Director
- Sheila Armstead, MSW, ACSW  IU East BSW Field Practicum Coordinator

**IU Northwest BSW Program Administration**

- Andrea Tamburro, Ed.D., MSW  IU Northwest BSW Program Director
- Marshelia Harris, MSW  IU Northwest BSW Field Practicum Coordinator
IU South Bend BSW Program Administration
Carol Massat, Ph.D.  IU South Bend BSW Program Director
Kristin Brandon, LCSW, LCAC  IU South Bend BSW Field Practicum Coordinator

ADMISSIONS E-MAIL ADDRESSES AND TELEPHONE NUMBERS

BSW Program: Indianapolis

Main Office  julicart@iupui.edu  (317) 274-6705
BSW Admissions/Recorder Office  timowrig@iupui.edu  (317) 274-8364
BSW Administrative Recorder  kabrown@iupui.edu  (317) 274-8359
BSW Interim Director of BSW Program  cgentleg@iupui.edu  (317) 274-3965
BSW Student Services Coordinator  ibarbosa@iupui.edu  (317) 274-5447
BSW School Field Coordinator  ergalyea@iupui.edu  (317) 274-4864
Administrative Secretary-Field Education  smkinser@iupui.edu  (317) 274-0734

Indiana University-Purdue University Indianapolis (IUPUI) Campus

IUPUI – General Information  (317) 274-5555
IUPUI – Admissions Office (Undergraduate)  (317) 274-4591
IUPUI – Office of the Bursar  (317) 274-2451
IUPUI – Department of Campus Housing  (317) 274-7200
IUPUI – Office of the Registrar  (317) 274-1501
IUPUI – Office of Scholarships and Financial Aid  (317) 274-4162

BSW Program: Bloomington

BSW - Main Office  jelgerbe@indiana.edu  (812) 855-4427
BSW – Admissions Office  kbyers@indiana.edu  (812) 855-4427
BSW Program Director  efitzger@indiana.edu  (812) 855-4427
BSW Student Outreach  brmccall@indiana.edu  (812) 855-0271
BSW Field Coordination  carquinn@indiana.edu  (812) 855-4427

Indiana University Bloomington (IUB) Campus

IUB – General Information  (812) 855-4848
IUB – Admissions Office (Undergraduate)  (812) 855-0661
IUB – Office of the Bursar  (812) 855-2636
IUB – Office of the Registrar  (812) 855-0121
IUB – Residence Halls Association  (812) 855-7426
IUB – Office of Student Financial Assistance  (812) 855-0321

BSW Program: East

IUE – Main Office  pbarrows@indiana.edu  (765) 973-8535
BSW – Admissions Office  lmelody@iue.edu  (765) 973-8535
BSW – BSW Program Director  efitzger@indiana.edu  (765) 973-8422
BSW – BSW Field Coordination  sarmstea@indiana.edu  (765) 973-8534
Indiana University East (IUE) Campus

IUE – General Information (765) 973-8200
IUE – Admissions Office (Undergraduate) (765) 973-8208
IUE – Office of the Bursar (765) 973-8345
IUE – Office of Financial Aid (765) 973-8206

BSW Program: Northwest

IUN – Main Office kheamki@iun.edu (219) 980-7111
BSW – BSW Program Director darlynch@iun.edu (219) 980-7111
BSW – BSW Field Coordination atamburr@iun.edu (219) 980-6703
BSW – BSW Field Coordination jjanders@iun.edu (219) 981-4201

Indiana University Northwest (IUN) - Gary Campus

IUN – General Information (219) 980-6500
IUN – Admissions Office admit@iun.edu (219) 980-6991
IUN – Office of the Bursar bursamw@iun.edu (219) 980-6622
IUN – Office of the Registrar regisnw@iun.edu (219) 980-6815
IUN – Office of Financial Aid finaidw@iun.edu (219) 980-6778

Indiana University South Bend (IUSB) Campus

IUSB – Main Office socwk@iusb.edu (574) 520-4880
IUSB – Admissions Office admission@iusb.edu (574) 520-4839
IUSB – Office of the Bursar bursarsb@iusb.edu (574) 520-4253
IUSB – Office of the Registrar regofc@iusb.edu (574) 520-4451
IUSB – Office of Financial Aid finaid@iusb.edu (574) 520-4357

Please visit our web site at socialwork.iu.edu
When you become a student at Indiana University, you join an academic community internationally known for the excellence and diversity of its programs. With 838 degree programs, the university attracts students from all 50 states and around the world. The full-time faculty numbers—more than 3,900—includes members of many academic societies such as the American Academy of Arts and Sciences, the American Philosophical Society, and the National Academy of Sciences.

Indiana University was founded at Bloomington in 1820 and is one of the oldest and largest institutions of higher education in the Midwest. It serves more than 92,600 students on nine campuses. Campuses in Bloomington, Columbus, Gary, Fort Wayne, Indianapolis, Kokomo, New Albany, Richmond, and South Bend bring an education of high quality within reach of all of Indiana citizens.

Indiana University School of Social Work

Indiana University has a long history of formal education to persons interested in social work practice. Courses in this area were offered in 1911 through the Department of Economics and Sociology. Between 1911 and 1944, various administrative and curricular changes occurred. In 1944, the Indiana University Division of Social Service was established by action of the Trustees of Indiana University. The organizational status was changed in 1966 when the Graduate School of Social Service was created. In 1973 the name was changed to School of Social Service in recognition of the extent and professional nature of the school’s graduate and undergraduate offerings. The name Indiana University School of Social Work (IUSSW) was adopted in 1977 in order to reflect more clearly its identification with the profession.

The school provides opportunities for study leading to the associate, baccalaureate, masters, and doctoral degrees.

The Bachelor of Social Work (BSW) program prepares students for generalist practice.

The Master of Social Work (MSW) program prepares graduate students for advanced social work practice in an area of specialization. The Ph.D. program prepares professional social workers for leadership roles in research, education, and policy development.

Educational resources for students in the program at IUPUI include a substantial library, an audiovisual center, student computer modules, and diversified field instruction settings. Other campuses have similar educational resources available to students.

The Bachelor of Social Work Program is offered on the Indianapolis (IUPUI), Bloomington, Gary (Northwest), South Bend (IUSB) and Richmond (East) campuses.

Graduates of the school move into a broad variety of social service settings. Those concerned with Many include fields of aging, family and child welfare, corrections, mental and physical health. Students engage in services to individuals, groups, families, and communities.

The Bachelor of Social Work program at Indiana University is accredited by the Council on Social Work Education (CSWE). The Council is the national body authorized to accredit the baccalaureate and graduate level social work programs in this country and to assure student exposure to a quality professional educational experience. The Council conducts its accrediting responsibilities through the Commission on Accreditation. After initial accreditation, all the programs must be reaccredited every eight years.

For information on the Council on Social Work Education, including the national accredited program list, contact:

Council on Social Work Education
1725 Duke Street, Suite 500
Alexandria, Virginia 22314-3457
Telephone: (703) 683-8080 or visit their website at http://www.cswe.org.

The BSW program has enjoyed continuous accreditation since 1975. The latest accreditation was in 1996 until the year 2021.
IUSSW Mission Statement

Adopted by action of the faculty on February 8, 1995.
The mission of the Indiana University School of Social Work is to educate students to be effective and knowledgeable professional social workers prepared for practice in the twenty-first century. Such practitioners are committed to the alleviation of poverty, oppression, and discrimination. The school is dedicated to the enhancement of the quality of life for all people, particularly the citizens of Indiana, and to the advancement of just social, political, and economic conditions through excellence in teaching, scholarship, and service. Within the context of a diverse, multi-cultural, urbanized, global, and technologically oriented society, the school prepares social workers who will shape solutions to a wide range of interpersonal and social problems by developing and using knowledge critically while upholding the traditions, values, and ethics of the social work profession.

Teaching

The teaching mission is to educate students to become professional social workers equipped for a lifetime of learning, scholarship, and service. Graduates embrace person-in-environment and strengths perspectives that are linked to the welfare of individuals, families, groups, organizations, and communities. They learn to keep abreast of advances in knowledge and technology, be self-reflective, and apply best practice and accountable models of intervention. The school prepares social work practitioners and scholars ready to assume leadership roles at the BSW, MSW, and Ph.D. levels.

Scholarship

The scholarship mission includes the discovery, integration, application, dissemination, and evaluation of client-centered and solution-focused knowledge for and with social work professionals and other consumers. Innovative forms of scholarship are encouraged in developing knowledge for use in practice, education, and service concerning social needs and social problems.

Service

The service mission is dedicated to the promotion of the general welfare of all segments of society. Service includes work in the school, university, profession, and community and reflects the school’s expertise in teaching, scholarship, and social work practice. Service in the interest of persons at greatest risk is consistent with the social work profession’s attention to social justice.

Policy on Nondiscrimination

Based on the tradition of the social work profession, and consistent with Indiana University’s Equal Opportunity Policy, the Indiana University School of Social Work affirms and conducts all aspects of its teaching, scholarship, and service activities without discrimination on the basis of race, color, gender, socio-economic status, marital status, national or ethnic origin, age, religion or creed, disability, or political or sexual orientation. The School of Social Work has a strong commitment to diversity and nondiscrimination. Diversity is celebrated as a strength. This perspective is demonstrated by the composition of its faculty and student body, curriculum content, and recruitment and retention activities. Further commitment is demonstrated through participation in university committees dealing with oppressed populations, numerous service activities, including advocacy on behalf of the disadvantaged, the selection of field practicum sites, and by school policies related to promotion and tenure of its faculty.

Indiana University Bachelor of Social Work (IU BSW)

Program Goals and Objectives
IU BSW program prepares students for generalist social work practice within a global context. The program prepares graduates with a broad liberal arts foundation that emphasizes the development of critical thinking. It prepares graduates to serve vulnerable people and to promote social and economic justice. It prepares graduates with a foundation for lifelong learning, including graduate education. Furthermore, the program prepares graduates to integrate technological advancements in practice.

The curriculum combines liberal arts with professional social work foundation content to prepare graduates for generalist practice. Students complete two semesters of supervised field practica, working more than 560 clock hours in human service organizations. Upon completion of the Baccalaureate Social Work Program, graduates will be able to:

1. Apply knowledge of the person-in-environment perspective and strengths perspective of human development and social systems (e.g., families, groups, organizations, communities, societies, and global systems) and the factors (e.g., biological, psychological, sociological, spiritual, economic, political, cultural) that direct, enhance, or impede human development and social functioning.

2. Demonstrate knowledge of human diversity and the experiences and needs of vulnerable groups. These groups include, but are not limited to, groups distinguished by race, class, ethnicity, culture, family structure, gender, age, marital status, sex, sexual orientation, religion, spirituality, physical and mental ability, and national origin.

3. Apply strategies of advocacy and social change and related skills to enhance the well-being of vulnerable groups. These groups may include people of color, women, and gay men and lesbian women, as well as persons distinguished by class, ethnicity culture, family structure, marital status, sex, gender, age, religion, spirituality, physical or mental ability, and national origin.

4. Analyze social welfare as a social institution including its history and relationship to social work.

5. Analyze the basic dynamics in the development and operation of social welfare policy, service delivery systems, and organizations and the skills needed to impact policy processes in practice.

6. Analyze the impact of social policies on client systems, workers, and agencies.

7. Analyze social work as an evolving profession—its functions, its knowledge and value base, the dynamics of its helping process, and its intervention models.

8. Demonstrate commitment to promote economic and social justice, democratic and humanistic principles, and concerns of social welfare and social work.

9. Demonstrate commitment to social work values, principles, and to the professional code of ethics.

10. Apply the knowledge, skills, and values of generalist social work practice in working with individuals, families, small groups, organizations, and communities within a diverse and global society.

11. Apply the social work helping process including collection and analysis of pertinent data, setting appropriate service objectives, developing and implementing a plan for meeting such objectives, and evaluating service outcomes.

12. Function effectively within the structure of organizations and service delivery systems and, where appropriate, seek support necessary for organizational change.

13. Demonstrate the ability to communicate effectively in both written and oral forms with diverse client populations, colleagues, and members of the community.

14. Demonstrate commitment to the spirit of inquiry including the ability to evaluate research studies, apply research findings, and evaluate one’s own practice and that of other relevant systems.

15. Demonstrate the ability for disciplined and ethical use of self in professional relations.

16. Apply critical thinking skills within the context of professional social work practice.

17. Use supervision appropriate to generalist practice.

18. Use information technology to enhance effective generalist social work practice.
19. Demonstrate commitment to one’s own continuing education and lifelong learning for professional development.

**Licensing**

Following the equivalent of a minimum of two years post-graduate supervised social work practice experience, Bachelor of Social Work graduates of Indiana University are eligible to apply for licensing by the State of Indiana. Upon successful completion of licensing requirements, the Indiana Professional Licensing Agency designates the BSW graduate a Licensed Social Worker (LSW). Refer to www.in.gov/pla/bandc/mhcb/.

**Definition of Generalist Practice**

The BSW program’s mission statement speaks to the commitment to preparing generalist social work practitioners. The BSW Program defines generalist practice as follows:

*Generalist social work practice focuses on improving the well-being of individuals, families, groups, organizations, communities and society by creating social change both within and among these social systems in a global context.*

*Grounded in the liberal arts, generalist social work practice utilizes research informed knowledge, professional social work values and ethics, and a core set of competencies transferable across a variety of social service practice settings. Generalist practitioners are educated to think critically as they engage, assess, intervene, evaluate practice outcomes, and engage in practice informed research. Generalist social workers respond to a variety of context and strive to protect human rights, promote social and economic justice and provide culturally competent services.*

**Social Work**

**Course Requirements**

The curriculum for the BSW degree consists of a minimum of 120 credit hours provided through required and elective courses. Of these 120 credit hours, 26-27 credit hours are devoted to general/supportive liberal arts courses and 52 credit hours to social work courses. The remainder of the required credit hours are earned through elective courses. Social work electives are recommended.

**General Requirements (7 courses)**

The general requirements are divided into four areas:

**Arts and Humanities (5 courses)**

A. English Composition (2 courses)
   - Elementary Composition
   - Professional Writing Skills

B. Modern American History (1 course)

C. One course to be chosen from the following list, or from other courses designated as arts and humanities courses:
   - Afro-American courses
   - American Sign Language
   - Communication, Speech and Theater
   - Comparative Literature
   - English (excluding basic composition course)
   - Fine Arts
   - Folklore
   - Foreign Language
   - History
   - Music History and Musicology
   - Philosophy
   - Religion
   - Women’s Studies

**Biological Sciences (1 course)**

One course in human biological sciences

**Computer Science/Mathematics/Physical Science (1 courses)**

Mathematics
Supportive Area Requirements (4 courses)

All BSW students must take:

American Government
Introductory Psychology
Introductory Sociology
A 300 Level Psychology or Sociology course

Social Work Requirements (17 courses)

S102 Understanding Diversity in a Pluralistic Society (3 cr.)
S141 Introduction to Social Work (3 cr.)
S221 Human Growth and Development in the Social Environment (3 cr.)
S251 History and Analysis of Social Welfare Policy (3 cr.)
S322 Small Group Theory and Practice (3 cr.)
S331 Generalist Social Work Practice I: Theory and Skills (3 cr.)
S332 Generalist Social Work Practice II: Theory and Skills (3 cr.)
S352 Social Welfare Policy and Practice (3 cr.)
S371 Social Work Research (3 cr.)
S481 Social Work Practicum I (4 cr.)
S401 Field Practicum Seminar (2 cr.)
S423 Organizational Theory and Practice (3 cr.)
S433 Community Behavior and Practice with a Generalist Perspective (3 cr.)
S442 Practice-Policy Seminar in Fields of Practice (3 cr.)
S472 Practice Evaluation (3 cr.)
S482 Social Work Practicum II (4 cr.)
S402 Field Practicum Seminar (3 cr.)

Special Circumstances

Transfer of Social Work Credits

Students transferring from other accredited institutions into Indiana University pass through an initial credit transfer evaluation by the University Admissions office. The School uses this screening to classify the transfer student in relation to his/her progress toward meeting degree requirements. In most instances, the University Admissions office assessment is accepted in relation to general and supportive area course requirements.

The following process is used to determine whether a social work course taken at another college or university is accepted in place of an Indiana University required social work course:

1. The student submits to the Program Director the syllabus from the proposed transfer course, the text (if available), and any other information relevant to the decision.

2. If appropriate, the Program Director shares, or reviews, this information with the social work faculty member who teaches a similar course. They will decide whether the course is acceptable in place of the IUSSW course.

3. The Program Director will notify the student in writing of the acceptance or rejection of the transfer course in place of a social work course.

4. Field practicum courses may not be transferred from an unaccredited program.

Credit for Life Experience

Academic credit for life experience and previous work experience is not given in whole or in part toward the BSW degree.

Sex Offenders Screening Policy

Applicable to Students

Policy Statement - It is the policy of the School of Social Work that no applicants or students who have been convicted of sex offenses against children
shall be eligible for admission or continuation in the BSW, MSW, or Ph.D. programs.

**University Procedure**

1. The Office of the Registrar is responsible for running a report every semester against the state’s Sex Offender Registry and notifies the School of anyone who appears on the Registry.

**School Procedure**

1. **Applicants and Transfer Students**
   Applicants will be asked to self-report any history of Sexual Offenses against children. Any applicant or transfer student whose name is on the Registry will be ineligible for admission or transfer and shall be notified.

2. **Continuing Students**
   Any continuing student whose name appears on the Registry during the time of matriculation, or has been convicted of an offense for which the student can be listed on the Registry, shall be ineligible for continuation in the program.

3. **Notice.** The School Bulletin shall include a statement giving notice to potential applicants that criminal convictions may render persons ineligible for admission.

4. **Non-exclusive Policy.** Nothing in this policy shall be deemed to preclude the School from taking other appropriate action in such cases, or in the case of applicants or students involved in other conduct or criminal activities not covered in this policy.

5. **Right to Appeal.** Any applicant or student already admitted to one of the IUSSW programs who is deemed ineligible for admission or continuation based upon a record of criminal conviction may appeal to the Dean of the School for reconsideration if she/he believes there are extenuating circumstances that might mitigate the findings. The Dean will appoint a review panel, of three full time faculty members to consider the student’s appeal. The review panel, in consultation with the office of University Counsel, will consider all pertinent information and make ruling which shall be considered final.

**BSW Provisional Admission**

In some instances, qualified undergraduate applicants to the Indiana University School of Social Work BSW program do not have the required 2.5 GPA which is necessary for admission consideration. Where indicators suggest that a student may be capable of succeeding in the program, upon approval by the BSW Admissions Committee, she/he will be admitted under a provisional contract.

Policy stipulations include the following:

1. At the time of application, the candidate will submit in writing a petition asking for Exceptional Consideration.

2. This petition will be a part of the application process and reviewed by the BSW Admissions Committee.

3. If approved, a contract will be developed and signed by both the student and the BSW Program Director. This contract will be in effect for 12 credit hours, unless otherwise agreed upon.

4. The contract will outline the specific criteria which must be met by the student to allow for unconditional admission and continuation in the program beyond the contract period.

5. The student will meet with the Program Director and one other faculty member at mid-semester or as designated in the contract for a review of progress, and again at the end of the semester to assess overall success in satisfying the contract agreement.

6. If the student satisfies the terms of the contract in the time specified, she/he will be granted unconditional admission into the program and will then be subject to the terms of the Policy on Student Continuation, Review and Dismissal.

7. If the student fails to satisfy the contract, she/he will not be granted official admission into the program. The student is not eligible to petition for readmission as outlined in the Policy on Student Continuation, Review and Dismissal.
8. Should the student wish to reapply to the BSW program at a later time her/his eligibility will be contingent upon meeting all regular admission criteria.

9. An applicant may apply for Exceptional Consideration each time she/he applies to the program unless she/he has previously been approved for admission under this policy and has failed to satisfy the admission contract.

10. Approval of an applicant’s petition is entirely at the discretion of the BSW Admissions Committee.

Criminal History Statement

Students with criminal histories other than those deriving from sexual offenses may be eligible for admission into IU BSW program. Eligibility in these circumstances is determined by a case-by-case assessment. While having a criminal background may not preclude students from participating in the BSW program, they should be aware of educational and professional implications. Agency policies and state laws may impose limitations for students and professionals with criminal histories attempting to obtain field placements, employment in certain practice settings, and/or professional licensure. Students with felony, misdemeanor, or serious traffic violation arrests or convictions, must disclose this information upon admission due to professional liability insurance requirements of the university. Laws vary by state and are subject to change over time. Students should consult individual state licensing agencies for further information. For Indiana’s licensing requirements refer to the Indiana Professional Licensing Agency at http://www.in.gov/pla/.

IU BSW program is not responsible for disruptions in a student’s educational plan resulting from a criminal background or serious traffic violations.

Field Placements

Field practicum courses provide students with opportunities to apply and integrate content from all areas of the curriculum and to develop competencies in generalist practice.

In the BSW Program, students are placed in one practicum site over two semesters. Students enroll in two practicum courses and two field seminars. Only students who are admitted into the BSW Program are allowed to take the two practicum courses. Practicum courses are designed to provide practice breadth by engaging students in practice with systems of various sizes (individuals, groups, organizations, and communities). Field agency sites include multi-service community centers, child welfare agencies and group homes, nursing homes, services for the physically, mentally, and emotionally challenged, health settings, advocacy agencies for various clientele, and many other specialized services.

In S481, Social Work Practicum I four (4) credit hours, students complete a minimum of 240 clock hours of supervised practice in a community agency setting. That translates to 15 - 17 hours per week in the field agency.

In S401 Integrative Field Practicum Seminar students attend seminar on campus. These seminars are taught by a faculty instructor. Seminar attendance is a required part of the course and seminar assignments include logs, process recordings, and other field related assignments. Students are closely monitored and supported by faculty instructors. This practicum course develops beginning practice proficiency and lays the foundation for the more intensive field experience in S482, Social Work Practicum II.

In S482, Social Work Practicum II (4 cr.) and S402, Integrative Field Practicum Seminar II (3cr), agency assignments are made by the field practicum coordinators. This practicum provides the student with 17 - 20 clock hours per week for 16 weeks for a minimum of 320 clock hours of supervised field experience.

S402 Students attend a capstone seminar to discuss their field experiences and best practices.

Given the nature of human service organizations, most practicum sites expect students to practice during the daytime hours. Very few sites are
available in late afternoons, evenings, and weekends. Applicants are encouraged to assess their day time availability for the field practicum courses before applying to the program.

General Admissions Information

Admissions Requirements

Enrollment in the BSW program requires formal admission to the IU School of Social Work. The following are the minimum requirements for consideration for admission to the program:

1. Regular admission to the university.

2. Completion of a minimum of 12 credit hours. Although we encourage early application, advanced students may also apply.

3. Satisfactory completion (grade of C or higher) of the required course S141 Introduction to Social Work.

4. A minimum cumulative grade point average (GPA) of 2.5 on a 4.0 scale.

5. Evidence of characteristics or potential required of competent social work practitioners as defined in the mission statement of the School. Such evidence may be derived from application materials, letters of reference, pertinent work or volunteer experience, and performance in S141 Introduction to Social Work.

The BSW program on the Indianapolis, Richmond, and Gary campuses uses a rolling admissions policy. These campuses accept applications throughout the year. Check with your campus for the due dates. Applications received after those dates may be reviewed depending upon availability for spaces in the program but are not guaranteed review for the following semester.

For more information please contact the following campuses:

IUPUI, Indianapolis Campus
IU School of Social Work
BSW Admissions
902 West New York Street
ES 4134B
Indianapolis, IN 46202
(317) 274-8364

IU, Bloomington campus:
IU School of Social Work
1127 Atwater
Bloomington, IN 47401
(812) 855-4427

IUE, Richmond campus:
IU School of Social Work
2325 Chester Boulevard
Middlefork Hall, #150
Richmond, IN 47374-1289
(765) 973-8535

IU Northwest campus:
Division of Social Work
3186 Dunes Building
Gary, IN 46408
(219)981-4264

IU South Bend campus:
IU School of Social Work
1825 Northside Blvd.
Northside Hall #418
South Bend, IN 46615
(574) 520-4880

Application Review Considerations

The admissions process is conducted by faculty serving on the BSW Admissions Committee. In evaluating applicants, faculty reviewers take into consideration the following factors:

1. Past academic performance as reflected in a cumulative undergraduate GPA based on grades from all institutions of higher education attended by the applicant.

For more information please contact the following campuses:
2. Judgments by faculty reviewers of the candidate’s commitment to social work and suitability for the profession, based on submitted application material.

3. Letters of reference - applicants are required to submit three letters of reference-a minimum of one academic and one professional reference.

4. Evidence of personal qualities considered important for the practice of social work based on the principles, values, and ethics of the profession.

Admission is competitive, and total enrollment is determined by the instructional resources of the program.

Admissions Decisions:

Neither the IUSSW admissions coordinator, Associate Dean, nor any admissions committee member will disclose to an applicant the reason admission is denied.

Repeat Applicants:

Applicants who have applied to the BSW Program in past years will need to submit an entirely new application. We do not keep files for students who apply and are not admitted or who do not enroll. Additionally, you must submit a new university undergraduate school application each year that you apply.

Incomplete applications:

Incomplete applications will be returned. They may be re-submitted if deadlines have not passed.

Once you submit your application to the IU School of Social Work, it becomes the property of the School and its content or copies of its content will not be released under any circumstances. This includes reference letters, even when you sign the waiver. The waiver only allows admitted students to read these letters. Therefore, we encourage you to make copies of your materials, when possible, prior to mailing your application to keep for your records and request additional copies of the reference letters if you wish to use them in future situations.

All BSW applications should be mailed to the campus to which the student is applying.

IUPUI, Indianapolis Campus
IU School of Social Work
BSW Admissions
902 West New York Street
ES 4134B
Indianapolis, IN 46202

IU, Bloomington Campus:
IU School of Social Work
1127 Atwater
Bloomington, IN 47401

IUE, Richmond Campus:
IU School of Social Work
2325 Chester Boulevard

Information and correspondence regarding applications may be relayed to the applicant electronically. It is imperative your application have a current email address and you inform us if there is a change.

Assembling Your Application

Admission to the BSW Program, Indiana University School of Social Work follows a self-managed application process.

Applicants are responsible for completing and submitting ALL required documents in one envelope by the designated time period. Failure to enclose all materials listed on the enclosed checklist will result in the application being deemed incomplete, and therefore, forfeiting consideration for admission.
Applicants are required to submit three letters of reference with the admission packet. Only the required numbers of letters will be reviewed. Students are required to submit a minimum of one academic and one professional – paid and/or volunteer – reference. All reference forms must be sealed in a business size envelope by the referee and signed across the seal. Unsealed reference letters may warrant the applicant ineligible for review.

Once the application is submitted to the IU School of Social Work, it becomes the property of the school and its content or copies of its content will not be given back to the applicant under any circumstances. Reference letters, even when the applicant signs a waiver, fall under the above mentioned provision. The waiver only comes into effect after admission to the program. Therefore, applicants are encouraged to make a personal copy of all admission materials prior to submitting the application and to request additional copies of the reference letters. The Admission Committee calculates all undergraduate grades shown on all transcripts. Therefore, the Cumulative Undergraduate Grade Point Average (GPA) used for the committee review may not correspond with what is listed on the applicant’s final IU transcript.

It is strongly recommended that admission materials be sent via certified mail or hand delivered. Please do not call the office for verification of its receipt since this inquiry only delays the processing of files.

Applicants will be notified of the Admission Committee’s decision in a timely fashion.

| Those applicants accepted into the BSW program are required to attend an orientation session. The time and location of these sessions will be announced in the acceptance letter. Students that do not attend orientation will not be able to enroll for classes, unless approved by the BSW Director. |

Petition for Exceptional Consideration

The BSW program recognizes that there may be special circumstances when a capable, mature student does not meet the GPA requirement. In most instances, the poor academic performance would be the result of an earlier attempt in higher education when the student experienced difficulty in making a satisfactory adjustment to academia. An applicant who believes that her or his individual circumstance warrants exceptional consideration for a waiver of the minimum admissions requirements must petition to the BSW Admissions Committee at the time of application to the program (see Application Form). The Admissions Committee will consider the petition during the application review.