

Welcome to the Social Work Program!

We are thrilled that you've chosen social work as your major. This program offers a valuable learning experience that combines hands-on practice with academic rigor. Our dedicated faculty are passionate about your success and work hard to provide thought-provoking lessons and top-tier resources to support your learning journey.

The following program application will officially change your major from "pre-social work" to "social work."

Am I Ready to Apply?

You are eligible to apply to the social work program once you have completed the following courses: SOCW 2315, SOCW 2361, SOCW 3301, SOCW 3302

Acceptance into the program is required to enroll in advanced practice courses: SOCW 4310, SOCW 4341, and SOCW 4383.

Helpful Hints for a Successful Application:

Start Early: There may be unforeseen issues (e.g., with the registrar's office), so begin this process well before the deadline to ensure you have all necessary documents. Late applications will not be accepted, resulting in the denial of your application.

Complete Every Section: Submit a fully completed application packet—no sections should be left blank.

Use the Checklist: Review the checklist to verify that you have included all required documents.

Application Steps:

1. **Complete the Application Fully** – Ensure no blanks are left.
2. **Read and Sign the Academic Integrity Pledge** – Carefully read this pledge and sign as acknowledgment of your commitment to academic accountability.
3. **Submit a Projected Plan of Study** – Outline your plan of study for each semester following your application term. Consult with your advisor if you have questions.
4. **Provide Two Professional Letters of Recommendation** – Secure recommendations from individuals who can speak to your work ethic, professionalism, or character (e.g., supervisors). Letters from social work faculty will not be accepted. Ensure each letter includes the recommender's contact information.

Important Policy on Program Continuation and Field/Practicum Eligibility

Admission into the Bachelor of Social Work (BSW) program at West Texas A&M University (WTAMU) reflects a high standard of academic and ethical promise; however, acceptance does not guarantee the completion of this degree or progression into field/practicum placements. Following extensive discussions within the BSW faculty and with our Department Head, Dr. Reed Welch, the program reserves the right to reassess and, if necessary, remove students at any stage. Historically, some students have advanced through the program with decent or higher grades, while others have barely met minimum standards, only to face significant challenges in the field/practicum setting. In some cases, this has led to removal at the very end of their academic journey. This revised policy provides a proactive approach to identify students who are a good fit for both the program and the profession. Through semesterly evaluations, we aim to support students' development while ensuring that those who advance are prepared to succeed in both fieldwork and the social work profession.

Checklist (turn in your packet IN THIS ORDER):

- _____ Every part of the application is complete, signed, and dated.
- _____ Signed Academic Integrity page (stapled to application)
- _____ Completed Plan of Study (stapled to application)
- _____ Two letters of recommendation with contact information
- _____ Put all in a manila envelope; legibly write your name in the upper right corner.
- _____ Take to Ruth DeAnda's office (OM 205C). If no one is in, you may slide it under the door of the suite. Please DO NOT give it to other professors to turn in for you.

Thank you for your commitment to pursuing a career in social work, and we look forward to supporting your journey at WTAMU!

Admission Application

Semester: _____

Name: _____ Buff ID# _____

Current address: _____

City: _____ State: _____ Zip Code: _____

Permanent address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Cell Phone: _____

Email address: _____

Academic Background

List any previous major(s): _____

Were you accepted into a program that required a formal admission process (e.g., Nursing, Athletic Training, etc.)? _____

If yes, why are you leaving that program? _____

Do we have your permission to contact faculty or others in that program?

Yes

No (Please contact Ruth for more information if you answered “No.”)

Have you completed WTAMU's Core Curriculum requirements?

Yes

No (If no, please see a degree checklist or degree plan for core requirements.)

If you have not completed the core, what is your plan for finishing these requirements?

Academic Performance

Please list your grade for the following core social work courses:

SOCW 2315: _____

SOCW 2361: _____

SOCW 3301: _____

SOCW 3302: _____

What is your current overall GPA? (A **minimum** GPA of **2.5** is **required** for program admission. This GPA will be verified by the Admissions Committee of the Undergraduate Social Work Program.) _____

Achievements and Experiences

High School/College Awards and Honors:

Employment Experience:

Volunteer Experience:

Personal Reflection and Goals

Describe a social worker:

What life experiences have influenced your decision to major in social work?

What are your goals in social work?

Why do you think you are suited to be a social worker?

What do you believe qualifies you to be a part of the BSW program?

Program Expectations and Standards

The program will monitor your participation, professionalism, deadlines, and grades each semester. We reserve the right to remove students who do not meet these standards. Given the expectations outlined in this application, do you understand, and how will you work toward meeting them?

Background Information

Have you ever been convicted of violating any local, state, or federal law other than a minor traffic violation (including a plea of guilty or no contest)?

Yes

No

If yes, please explain on a separate sheet of paper.

Note: A “yes” response does not mean you cannot be accepted into or graduate from the program or secure a field placement. However, many agencies conduct background checks and may not accept individuals with a criminal record. Please share your circumstances here, as it will be treated confidentially within the program. If you have questions regarding this issue, please reach out.

Important Notice: Many agencies require a background check (including a criminal record) and/or drug test. If you have concerns about this, please provide details on a separate sheet. This information helps us guide you through the program and the Field Placement process.

Acknowledgments

I have downloaded and read the Social Work Program Handbook and agree to abide by all policies and procedures outlined in it.

- Yes
- No

I have read the NASW Code of Ethics and agree to abide by the guidelines set forth in the Code.

- Yes
- No

I understand that falsifying information on this application may result in my not being admitted to the social work program.

- Yes
- No

Signature: _____

Date: _____

Two professional letters of recommendation

- Focusing on the characteristics that will make you an effective social worker

Academic Integrity Pledge

- Located at the end of this application

Your projected plan of study

- Located at the end of this application

Fall Deadline:

Applications may be submitted from March 1st to March 31st.

March 31st (no late applications accepted)

Spring Deadline:

Applications may be submitted from November 4th to December 2nd .

December 4th (no late applications accepted)

The Admissions Committee of the Undergraduate Social Work Program will review your application, and you will be notified of the committee's decision by mail or email. Social Work Program Academic Integrity Pledge Integrity is one of the core values of the Social Work profession, as outlined in the NASW Code of Ethics. The NASW Code of Ethics governs the ethical behavior of social workers; the Social Work Program faculty believes strongly that academic integrity intersects with social workers' ethical responsibilities. By virtue of my acceptance into the Social Work Program at WTAMU, I understand that I have agreed to always uphold the NASW Code of Ethics and act with integrity.

The **Academic Integrity Code**, found in the WTAMU Code of Student Life, states the following:

It is the responsibility of students and instructors to maintain academic integrity at WTAMU by refusing to participate in or tolerate academic dishonesty or any behavior that prevents University representatives or students from effectively furthering the mission of the University as stated in the mission statement...It is both the right and responsibility of every member of the community to read, understand and enforce the guidelines set forth for maintaining WTAMU's academic integrity. Sanctions for any violation of the Academic Integrity Code are at the discretion of the Course Instructor and may include reductions of grade on assignments or exams, up to and including a grade of F for the course.

According to the Code of Student Life, academic dishonesty includes, but is not limited to, the following:

- Improperly acquiring information
- Improperly providing information
- Plagiarism
- Overuse and/or Unethical use of AI
- Conspiracy
- Fabrication of information
- Violation of departmental or college rules

By my signature below, I understand that it is my responsibility to:

- Understand what each type of academic dishonesty listed above includes;
- Understand what constitutes plagiarism;
- Understand AI and the policy of the instructor and/or social work program regarding AI
- Only turn in my work, fully referenced and cited in APA style;
- Not be a party to academic dishonesty;
- Report all instances of academic dishonesty.

I further understand that the consequences of academic dishonesty may include, at the discretion of the instructor and/or the Program Director:

- A failing grade in the course;
- Dismissal from the Social Work Program;
- Dismissal from the University.

Printed Name

Signature

Date

WTAMU Code of Student Life (2013-2014). Retrieved from
<http://www.wtamu.edu/webres/File/Student%20Life/2013-2014Code%20ofStudentLife.pdf>

Admissions Committee of the BSW/Undergraduate Social Work Program:

BSW Program Director: Ruth DeAnda, LBSW, MSSW

BSW Field Director: Nydia Olmos, MSSW

BSW Field Liaison: Ana Ibarra, LCSW

Graduate Faculty Member

**West Texas A&M University
Undergraduate Social Work Program
Proposed Plan of Study**

Semester:

Course Number and Name	Credit Hours

Semester:

Course Number and Name	Credit Hours

Semester:

Course Number and Name	Credit Hours

Semester:

Course Number and Name	Credit Hours

1. Total hours I have completed that count toward my degree: _____

2. Total number of hours I am currently enrolled in: __ 3. Total number of hours on my Proposed Plan of Study: ____

1 + 2 + 3 = _____(This number should equal or exceed the number of hours you need to complete your degree.)

Copyright Statement –

Copyright 2024 Ruth DeAnda as to this application; application may not be reproduced without Ruth DeAnda's written consent.