**Mid-Tennessee Collaborative MSW Program Application**

**To the Applicant:**

Thank you for your interest in this MSW program. This is one program that has three locations: Austin Peay State University, Middle Tennessee State University, and Tennessee State University. You will be asked to select your home campus. This is the location where you will register, pay tuition and fees, attend in-person classes, and receive your degree. Online classes may be taught by professors from your home campus or from the other two sites. Through your in-person classes, you will get to know your home campus cohort; 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.***

***Applications will be accepted as of January 1 of the year in which you are seeking to enroll. Review of complete applications, which includes all required supporting documentation, begins March 1. Once available admission slots are filled, additional applications will not be accepted.***

***All application materials should be submitted as early as possible.***

**The application process for this MSW program 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 your home campus Graduate College at:

**•**Austin Peay State University <http://www.apsu.edu/cogs/>

**•**Middle Tennessee State University <http://www.mtsu.edu/graduate/>

**•**Tennessee State University <http://www.tnstate.edu/grad/>

**(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 January 1, 2012. The application packet is available at

**•**Austin Peay State University Department of Social Work <http://www.apsu.edu/socialwork/>

Mail the completed application to:

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

**•**Middle Tennessee State University Department of Social Work <http://www.mtsu.edu/socialwork/>

Mail the completed application to:

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

**•**Tennessee State University Social Work Program <http://www.tnstate.edu/socialwork>

Mail the completed application to:

TSU Graduate College, 3500 John A. Merritt Blvd, Box 9525, Nashville, TN 37209

**Notification of Admission Status**

(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.

(3) You must meet admissions requirements of both the Graduate College and the MSW program. You will be notified by mail regarding your admission status.

**We have posted a series of Frequently Asked Questions (FAQs) that address a variety of topics applicants frequently have asked us about. You can access these FAQs by clicking on the link above for the Social Work Department at your home campus.**

**Mid-Tennessee Collaborative MSW Program**

**Application for Admission**

Please indicate which campus you are requesting as a home campus. You can only apply to one campus. If you have a second choice of location, you may so indicate.

Austin Peay State University, Clarksville, TN

Middle Tennessee State University, Murfreesboro, TN

Tennessee State University, Nashville, TN

If interested in more than one location, check primary location and list secondary

location here:

Please select 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:** Street & Apt. #, City, State, Zip

**Email:**      **Phone****:**

University or College of your undergraduate degree:

Degree:  BA  BS  BSW/BSSW/BASW

List other:       Major:

If your undergraduate degree was complete under different name, please give us that name:

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?

**Optional Information:**

Gender:  Male  Female

Ethnicity/Race:  African American  Caucasian, not of Hispanic origin

Hispanic  Other: (specify:      )

Asian

**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 that 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 in all interactions with faculty, colleagues, administrators, and field placement clients.

Yes  No

(Note: the Code of Ethics can be viewed at <http://www.socialworkers.org/pubs/code/default.asp>)

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 placement in some field practicum agencies.

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 thatI understand that a MSW from a Council on Social Work Education accredited program is a requirement for advanced 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, that approval of the change will depend on the availability of student slots in the program, and that my course of study will be restricted by the sequence of courses.

Yes  No

**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)

Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Home campus: \_\_\_Austin Peay \_\_\_Middle Tennessee \_\_\_Tennessee State

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

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

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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.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
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| Intellectual ability |  |  |  |  |  |  |
| Judgment |  |  |  |  |  |  |
| Maturity |  |  |  |  |  |  |
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| 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)

Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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🞎 Recommend with reservation (please explain)

🞎 Do not recommend (please explain)

Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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