Please read the MSW Admissions Policy and refer to Section III - E on page 7 for specific information before completing this form.

The University of Iowa School of Social Work requests this information for the purpose of evaluating your application for admission. No persons outside the University are routinely provided this information, except for directory information such as name and local address. Responses to items marked "optional" are optional; all other items are required. If you fail to provide the required information, the School of Social Work may lack sufficient information to adequately evaluate your application for admission.

Please print, complete, and return this form before January 31st to: UI School of Social Work Admissions, 308 North Hall, Iowa City, IA 52242-1223, or fax to: 319-335-1711. Please do not submit this form by email unless specifically directed to do so.

Name: __________________________________________________________ UI ID#, if known, or leave blank: ______________________

Mailing Address: ______________________________________________________________

City: _____________________________ State: ______ Zip: ______________________

Home Phone: (_____)__________________ Work Phone: (_____)__________________ Cell Phone: (_____)__________________

Email address(es): __________________________________________________________________________________________

Birthdate(optional):_________________________ Gender(optional): ____________________________

Ethnicity(optional): Are you Hispanic/Latino/a? ☐ yes ☐ no

What race do you consider yourself to be? (indicate one or more):
☐ Alaskan Native or American Indian (please list Tribal/Nation Affiliation below) ☐ African American/Black ☐ Asian
☐ Native Hawaiian or other Pacific Islander ☐ White ☐ Other(specify below) ☐ No Response

How did you learn about the UI MSW program? _________________________________________________________________________

Have you ever been convicted of a crime other than a simple traffic violation or PAULA? ☐ Yes* ☐ No

*If you answer Yes to this question, please refer to Part 1 the Admission Policy Statement, page 2 under 1-D for further information.

1. ACADEMIC HISTORY

Undergraduate History: please provide all information for prior to Fall 2014 including summer:

Bachelor's degree: ☐ BA ☐ BS ☐ BSW ☐ other __________________ Month and year conferred:____________________

Bachelor's degree major(s) ______________________________________________

Conferring institution __________________________ GPA CUM:___________

Note the name and location of the college or university where you graduated (or will graduate), and cumulative grade point average.

Graduate History: check all that apply for prior to Fall 2014 including summer, please provide all information, noting "NA" where applicable:

☐ Currently attending Graduate classes ☐ UI ☐ Other __________________ Graduate GPA CUM:___________

Where currently attending or plan to attend

☐ admitted ☐ non-admitted * ☐ MSW ☐ intend to transfer to UI MSW * ☐ attending to establish admission GPA

Graduate degree: ☐ MA ☐ MS ☐ other __________________ Month and year conferred:____________________

Graduate Major(s) __________________________________________________________________ Conferring institution __________________________

Note the name and location of the college or university where you graduated (or will graduate).

2. EMPLOYMENT EXPERIENCE in a Social Work or related field:

Please note in full time equivalence as of the date you submit this form: _____________ years ___________ months

3. PROGRAM

REGULAR standing ☐ 60 semester hour program, if your bachelor’s degree is not in Social Work.

ADVANCED standing ☐ 48 semester hour program, if your bachelor’s degree is in Social Work* from a *CSWE-accredited university or college, note the institution: ____________________________________________

This is a 2-page form. Please complete and sign the following or reverse page. SSW application form -Page 1 of 2
4. CENTER AND STATUS  The School offers the MSW Program in Iowa City, Des Moines, the *Quad Cities, and Sioux City.

*The Quad Cities part-time 3-year cohort is underway and we are not accepting applications for this location at this time.

Please check center and one corresponding program. Refer to page 7 Policy Statement E-4 “Choice of Program”.

Des Moines Center  □ 2 year Full-time  □ 3 Year program  □ 4 Year Part-time program

or

Iowa City Center  □ 2 year Full-time  □ 3 Year program  □ 4 Year Part-time program

* Iowa City Joint Degree with

* before selecting this option, review “Joint Degree”, part 1, page 8-E, item 4, MSW Admission Policy Statement

or

Sioux City Center  □ 3 Year Part-time only

5a. CONCENTRATION  See description in the University Catalog Reprint; students may elect to switch after enrolling.

□ Family Centered Practice  □ Integrated Practice

5b. SPECIAL CURRICULUM INTEREST(S):

□ End of Life  □ Marriage & Family  □ Criminal Justice
□ Mental Health  □ Family Based Services  □ Public Child Welfare
□ Aging/Gerontology  □ Social Work in the Schools  □ Health Setting
□ Substance Abuse Treatment  □ Rural Social Work  Other __________________________

5c. PRIMARY INTEREST:  (For purpose of matching interests with a faculty advisor, please indicate your primary interest area from 5b above), please limit or condense to your top three choices maximum:

______________________________________________________________________________________

6. INDICATE YOUR PREFERENCES FOR YOUR PRACTICUM LOCATION (see Practicum Policy):

□ Des Moines  □ Iowa City/Cedar Rapids  □ Quad Cities  □ Sioux City

□ Would accept assignment anywhere

7. FINANCIAL ARRANGEMENTS
The School of Social Work has limited resources available for MSW students. See Part 1 MSW Policy, page 9 for details.

8. STATEMENT OF PURPOSE: A Statement of Purpose which addresses the criteria in MSW Admission Policy, part 1 page 5, must be faxed, mailed or delivered before the deadline to: UI School of Social Work Admissions, 308 North Hall, Iowa City, IA 52242. You may submit additional supporting materials (previous work, evidence of achievement, additional references, etc). Please do not submit by email.

9. REFERENCES: Three completed and signed 2014 SSW MSW reference forms, paper copies, must be faxed, mailed or delivered before the deadline to: UI School of Social Work Admissions, 308 North Hall, Iowa City, IA 52242. Refer to MSW Admissions Policy, part 1 page 6, for detailed reference requirements. You are required to complete in full and sign the top section of each form: “completed by the Applicant”. Please do not email references unless directed by the Admissions Coordinator.

10. RESUME: A resume, paper copy, must be faxed, mailed or delivered before the deadline to: UI School of Social Work Admissions, 308 North Hall, Iowa City, IA 52242. Refer to MSW Admissions Policy part 1 page 7, for requirements. Please do not email.

11. GRADUATE COLLEGE APPLICATION: Applicants to the UI MSW program must also apply to the UI Graduate College. Apply and pay the fee online: https://apply.admissions.uiowa.edu/admissions/login.page.

12. TRANSCRIPTS: Official transcripts must be submitted directly from your educational institutions to the Graduate Admissions office. UI students do not need to supply official transcripts to the grad admissions office or to SSW, they will be provided upon request. Submit COPIES of all other transcripts to SSW, Grad Admissions does not provide them. Transcript copies sent to SSW need not be official.

X Signature: __________________________ Date: ______________

Return a paper copy of this completed form and necessary attachments. Paper copies must be delivered, faxed or mailed to arrive before Jan 31st. Send to: UI School of Social Work Admissions, 308 North Hall, Iowa City, IA 52242-1223. Please do not email this form. To check the status of your application, you may email: susan-dirks@uiowa.edu , 319-335-1255. You may fax application materials to: 319-335-1711.

The University of Iowa prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference. The University also affirms its commitment to providing equal opportunities and equal access to University facilities. For additional information http://www.uiowa.edu/%7Eeod/ , (319) 335-0705
APPLICANT complete this section in full:

X Applicant’s Name (Print) ___________________________ UI ID#, if known, or leave blank: _____________

X Email addresses ___________________________________________ phone: _______________________

X Print your reference’s name:

Please submit three references from people who are in a position to provide statements concerning your academic qualifications, your recent or current employment, or your personal qualifications for entry into graduate school education. At least one of the letters should be an academic reference regarding your college experience and at least one letter should be provided from the most recent employer, if ever employed in social work or a related field. Each reference writer should be provided this form, with this section completed and signed by the applicant.

For the convenience of the person completing this form, you should provide a stamped envelope addressed to the School of Social Work (address listed on the back of this form). Your signature is required on this form.

Under the Family Educational Rights Act of 1974, students are entitled to review their records, including letters of recommendation. It is your option to waive your right to review this recommendation, or you may decline to do so. If you waive your right to review your recommendation forms, these evaluations will be considered confidential by The University of Iowa and will not be available for your inspection or released to any third party. (Note: Applicants not approved for admission have no access to their file). Please mark the appropriate statement below, indicating your choice of options, and sign your name. Your choice has no bearing on admission decisions.

☐ I waive my right to review this recommendation. ☐ I do not waive my right to review this recommendation.

X Applicant’s Signature (REQUIRED): ______________________________ Date: ___________________

Applying to Center: ☐ Iowa City ☐ Des Moines ☐ Sioux City

REFERENCE WRITER complete this section, pages 1 and 2:

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1. In what capacities have you known the applicant? ☐ Professor ☐ Research Supervisor ☐ Academic Advisor ☐ Field Instructor ☐ Employment Supervisor ☐ Co-worker ☐ Other ___________________________ How long have you known the applicant? ____/yrs. ____/mos.

2. Please rate the applicant relative to other students, employees, or people interested in social work whom you have known:

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4. Success as a social worker requires intelligence, maturity, sound judgment, compassion, self-awareness, adaptability, a sense of responsibility and resourcefulness. Please assess the applicant's academic and professional promise within this context. We would appreciate your general comments as well as specific examples of the applicant's experiences as they reflect a desire and ability to enter the profession of social work. (Feel free to attach separate letter)

5. Please check one:  
   _____ I recommend highly.  
   _____ I recommend.  
   _____ I recommend with reservations.  
   _____ I do not recommend.

Reference Writer Signature __________________________________________________________________________ Date ____________________

Name(print or type) ______________________________________________________________________________________________________
Title ____________________________________________ Organization ___________________________________________________________
Address _______________________________________________________________________________________________________________
____________________________________________________________________________________________________________________
Phone ___________________________________________ email ________________________________________________________________

Thank you for submitting this reference as soon as possible. Please note the admissions deadline is January 31, 2014. If the reference form does not arrive by the deadline, the applicant file will be incomplete and NOT reviewed for 2014 session.

SEND PAPER COPY or FAX TO:  Susan Dirks, Admissions and Programs Coordinator
The University of Iowa School of Social Work  
Room 308 North Hall  
Iowa City IA  52242

OKAY to FAX:  319-335-1711

If you have questions about this form, email: susan-dirks@uiowa.edu or call: 319-335-1255. Please scan to an email only if sending from a foreign country or if otherwise instructed.
APPLICANT complete this section in full:

X Applicant's Name (Print) ____________________________________________ UI ID#, if known, or leave blank: _____________

X Email addresses ___________________________________________________ phone: __________________________

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SSW reference form -Page 1 of 2
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This checklist is for you to keep. We hope it will be useful for tracking the different parts of your application. You may list the dates and names of people contacted to help keep track of your transactions.

**TIP:** Make sure your name appears on the front of your personal statement and essays. Staple each section.

**TIP:** Keep a copy of all materials you send.

Remember that your application will only be reviewed after all materials have arrived to the School of Social Work and the Graduate Admissions office at UI. It is your responsibility to make sure everything has arrived by the deadline!

**TIP:** The MSW Admissions Policy Statement is your guide to the application process.

You may contact the School of Social Work directly by email: susan-dirks@uiowa.edu or phone: 319-335-1255.

You may contact the Graduate Admissions office by email: gradmail@uiowa.edu or phone: 319-335-1525.

**TIP:** You will **not** see the SSW application status online, you must contact the School for that info: susan-dirks@uiowa.edu

What you see online is the status of the material received by UI Graduate Admissions office only.

The following parts of your application are to be sent to UI Graduate Admissions, 107 Calvin Hall, Iowa City IA 52242-1396

<table>
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<th>Date</th>
<th>Contact Person</th>
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<td></td>
<td><strong>Submit online Grad College Application and pay the Fee</strong></td>
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<tr>
<td></td>
<td>No need to complete part E or F for the Grad College Application, since you'll be sending your statement of purpose directly to the School of Social Work. Apply online and pay with credit card.</td>
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<td><strong>Contact all previously attended Colleges and Universities</strong></td>
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<td></td>
<td>Have them send transcripts to Grad Admissions and SSW –<em>official copy</em> to UI Grad Admissions office. If you are a UI alumnus or current student, <strong>do not send UI transcripts</strong>.</td>
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<td></td>
<td><strong>TOEFL scores sent to UI-if applicable</strong></td>
</tr>
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<td></td>
<td>For international applicants who are non-native speakers. See C4 Grad Admissions Application Instructions.</td>
</tr>
<tr>
<td></td>
<td><strong>Follow-up with Grad Admissions (check online)</strong></td>
</tr>
</tbody>
</table>

*You will **not** see the SSW application status online, what you see online is the status of the material received by UI Graduate Admissions only.

Send the following parts directly to Admissions: Susan Dirks, UI School of Social Work, 308 North Hall, Iowa City IA 52242

It is your **responsibility** to contact the School of Social Work directly to confirm what has arrived before Jan 31 deadline: susan-dirks@uiowa.edu

<table>
<thead>
<tr>
<th>Date</th>
<th>Contact Person</th>
</tr>
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<tbody>
<tr>
<td></td>
<td><strong>3-SSW Reference Forms to Reference Writers</strong></td>
</tr>
<tr>
<td></td>
<td>It is important to put the reference writer’s name on the front of the form, fill out the top part completely. It is best to supply addressed forwarding envelopes to the reference writer. Follow-up with reference writers to make sure the forms were completed and forwarded to SSW. OK to fax (# on form), due by Jan. 31.</td>
</tr>
<tr>
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<td><strong>Transcript copies of all colleges attended and report of current registration sent to SSW</strong></td>
</tr>
<tr>
<td></td>
<td>Transcript copies from all outside colleges and universities must be submitted to SSW, as Grad Admissions does not provide them. Transcripts sent to SSW need <strong>not</strong> be official. <strong>UI students and alumni</strong> may request to have your UI academic records printed by the Admissions Coordinator: <a href="mailto:susan-dirks@uiowa.edu">susan-dirks@uiowa.edu</a>.</td>
</tr>
<tr>
<td></td>
<td><strong>SSW Application Form for Fall 2014, Statement of Purpose, Essays and Resume</strong></td>
</tr>
<tr>
<td></td>
<td>send to SSW - See instructions beginning page 5, Part 1, Admissions Policy Statement.</td>
</tr>
<tr>
<td></td>
<td><strong>Follow-up with SSW Admissions (<a href="mailto:susan-dirks@uiowa.edu">susan-dirks@uiowa.edu</a>)</strong> to confirm your file is complete**</td>
</tr>
</tbody>
</table>

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8/15/2013-sd