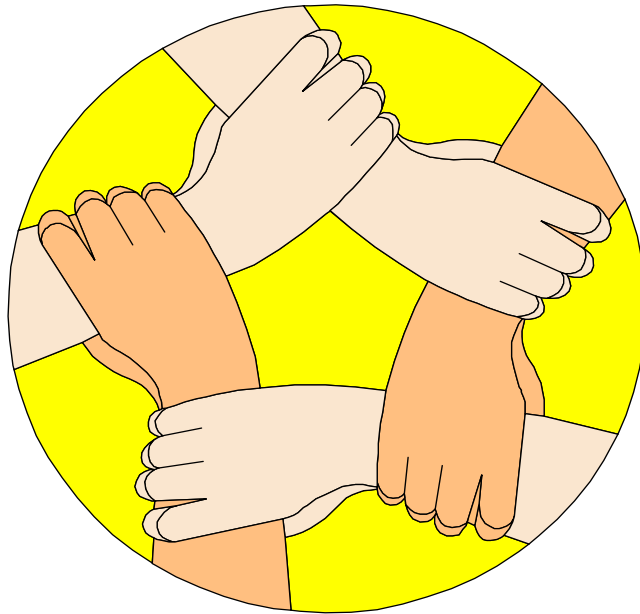


Social Work Program Admission Packet



Cedarville University
251 N. Main Street
Cedarville, OH 45314
937 766-3265, Fax 937 766-4872
Revised June 2016

Dear Applicant:

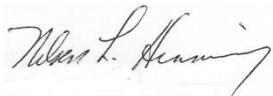
Thank you for your interest in the social work program at Cedarville University. The mission of the social work program is to prepare students to lead in serving those in need as professional generalist social workers by empowering them with the knowledge, values, and skills of the profession from a biblical worldview. I am excited about your commitment to a holistic, helping profession and look forward to having you in the program.

As a sophomore who has completed *Introduction to Social Work, Field Survey, and Total Immersion Experience*, you may apply for admission. Applicants are responsible for ensuring that all materials are returned to the social work office (Apple 120). Upon receipt of a completed application, it will be reviewed by social work faculty and recommendations will be made to the director. You will be notified regarding the scheduling of your personal interview shortly after receipt of your application.

If you have additional questions, please feel free to call (937) 766-3265.

Once again, thank you for your interest in the social work program. I look forward to receiving your completed application.

Sincerely yours,



Nelson L. Henning, PhD, ACSW
Social Work Program Director

ADMISSIONS REQUIREMENTS CHECKLIST

- Complete and submit a **Summary of Prerequisites** showing completion of at least 43 semester hours of the general education requirements, with a grade of C or higher in the following prerequisites:
 - Introduction to Social Work
 - Principles of Biology
 - Field Survey
 - General Psychology
 - Total Immersion Experience
 - Social Movements
 - Introduction to Sociology
- Earn a cumulative GPA of 2.25 or better. Submit a copy of your **Unofficial Grade Transcript** (UGT) from CedarNet. Make sure your UGT is current. (Students must have a C or better in all classes required for the major).
- Valid “No Record” **background check** for the state of Ohio and additional FBI background check for those who live out of state.
- Complete and submit an **Application for Admission** to the social work office, including an **Autobiographical Statement** detailing your interest in social work.
- Complete and submit **Volunteer Experience** form documenting 40 hours of post-high school volunteer experience.
- Submit three **Letters of Recommendation**.
 - Pastor or youth pastor
 - Employer or volunteer supervisor
 - Teacher or adult friend (over 25 years old who has known you for at least 2 years.)
- Be interviewed by social work faculty who will complete and submit an **Admissions Interview Report Form**.
- Read the social work program student handbook and sign **Social Work Program Handbook Sign-Off Sheet**.

SUMMARY OF PREREQUISITES

Name: _____

ID#: _____

Advisor: _____

Cumulative GPA: _____ (must have a 2.25 or better)

Date: _____ Signature: _____

PREREQUISITE COURSES: Please indicate grade received for these required courses. A grade of C or better is required for each of these courses. (IF A COURSE HAS NOT BEEN TAKEN, PLEASE PUT DOWN WHEN IT WILL BE; INDICATE IF WAIVED).

1. _____ Introduction to Social Work
2. _____ Field Survey
3. _____ Total Immersion Experience
4. _____ Introduction to Sociology
5. _____ General Psychology
6. _____ Principles of Biology
7. _____ Social Movements

43 semester hours of the general education requirements – attach unofficial transcript from CedarNet.

ADMISSIONS APPLICATION

_____	_____
(Name)	(Email)
_____	_____
(Present Address, City, Zip)	(Permanent Address, City, Zip)
_____	_____
(Phone Numbers—Campus and Cell)	(Permanent Phone Number)

EDUCATION

(Name of High School)

(City, State)

(Graduation Date)

(Honors)

(Name of other Colleges attended)

(City, State)

(Expected Date of Graduation from Cedarville University)

EMPLOYMENT HISTORY

(Agency/Organization—present or most recent) Time Employed

Responsibilities: _____

(Agency/Organization—previous) Time Employed

Responsibilities: _____

(Agency/Organization—previous) Time Employed

Responsibilities: _____

(Agency/Organization—previous) Time Employed

Responsibilities: _____

EXTRACURRICULAR ACTIVITIES

PERSONAL INFORMATION

My **strengths**:

Areas where I **need to grow**:

My projected **career interests** upon graduation are:

OTHER PERTINENT INFORMATION

Is there any additional information you would like to share that would help us maximize your experience?

In case of emergency, notify:

Name _____ Phone Number _____

Address _____

City _____

State _____ Zip _____

Email _____

AUTOBIOGRAPHICAL STATEMENT

Please type and attach to the application a statement that will allow the social work program to understand more fully your interest in this educational program (four to five pages). Please respond to the following:

1. Introduce your family and describe significant family relationships.
2. What life experiences have shaped your desire to go into social work?
3. What have been your experiences in helping people, including those with backgrounds and characteristics different from your own? How well do you deal with diversity and value differences? You will need to commit to providing compassionate and effective help to **all** people. Are there any people you could not commit to learning how to help? Support your ideas with examples.
4. How will you achieve your career goals?
5. Given Matthew 25:31-41, what is the Christian social worker's responsibility towards those living in poverty? How have you applied the principle in this verse to your own life?

VOLUNTEER EXPERIENCE

The 40 hours must have been completed **after graduation** from high school. The volunteer experience must take place in a social service/community setting.

Name: _____

Signature: _____ Date: _____

Please list volunteer experience.

Dates	Agency	Duties	Supervisor	Hours Completed
Total Hours:				

LETTER OF RECOMMENDATION

Reference concerning _____
(Name of applicant)

The above named person is an applicant for admission to the social work program at Cedarville University. Please include your recommendation and comments regarding the applicant in any of the following areas of which you have knowledge: intellectual capacity, ability to work with diverse people, professional abilities, ability to perform under pressure, areas of needed growth, and sensitivity to people. *You may write on the back of this form if you need more room.*

Your recommendation:

In what capacity and for how long have you known the student?

Please rate this student in terms of his/her overall potential for the field of social work:

- | | | |
|-----------------------|-----------------------|-------------------------|
| 1. ____ below average | 3. ____ above average | 5. ____ unable to judge |
| 2. ____ average | 4. ____ outstanding | |

Name (please print) _____

Position and Title _____

Address _____

Date _____ Signature _____

Please return this form to the Social Work Program Office, Cedarville University, 251 N. Main Street, Cedarville, OH 45314, or fax to (937) 766-4872. If you have questions, you can reach the administrative assistant at (937) 766-3265 or at estherlanham@cedarville.edu.

How would you recommend the applicant?

- Full Admission
- Admission with Provisions
- Denial of Admission

If admission with provisions, please detail the provisions.

Name: _____ Date: _____
(Faculty Interviewer)

Name: _____ Date: _____
(Faculty Interviewer)

Reviewed: _____

Name: _____ Date: _____
(Program Director)

HANDBOOK SIGN-OFF SHEET

I, _____, have read the Cedarville University social work program handbook and agree to abide by the policies and code of ethics presented within.

Student Signature

Date

Social Work Program Director Signature

Date Received

*This form is due with all other admission material on the Monday following Fall Break.

Revised: June 2016

Saved as: j:\swk\admission\packet and posted on S drive