



**Robert Stempel College
of Public Health
& Social Work**

SCHOOL OF SOCIAL WORK MASTER'S PROGRAM HANDBOOK Master of Social Work (MSW)

**Modesto A. Maidique Campus
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Miami, Florida
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stempel.fiu.edu/academics/school-social-work/**

Revised 2024

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MSW Mission Statement

As an integral partner in the diverse, urban community of South Florida, the MSW program prepares students for advanced clinical social work with an emphasis on individuals, families, and groups. The program is rooted in the values and ethics central to the social work profession and educates students to contribute to refining and advancing social work practice through research-based, culturally responsive practice, and collaborative engagement. Using person-in-environment and anti-racist and anti-oppressive frameworks, the program trains students to advance social, racial, economic, environmental justice and human rights for local and global communities, promoting human and community well-being.

Administration

Mary Helen Hayden, Ed.D., LCSW, DCSW
Director and MSW Program Coordinator
Florida International University

Jennifer Abeloff, MSW, MS
Associate Director, BSSW Program Coordinator, and
Clinical Assistant Professor
Washington University in St. Louis

Richard Beaulaurier, Ph.D., MSW
Ph.D. Coordinator and Associate Professor
University of Southern California

Faculty Holding University Administrative Appointments

Andres G. Gil, Ph.D., MSW
Professor, Vice President for Research, and Graduate School Dean
University of Miami

Administrative Staff

Yuriana Alvarez
Office Manager

Anquanette Anderson, BAS
Senior Program Coordinator for Community Engagement

Sheila Jenkins-Boone, MSW
Academic Advisor III—Undergraduate

Gladys Ramos
Program Assistant, Admissions

Julie Taopo, BA
Administrative Assistant

Doyline Kreegel, LCSW
Senior Program Coordinator for Academic Support Services (MSW Advisor)

Faculty

Shedrick Boren, Ph.D., LCSW

Clinical Assistant Professor
University of Miami

Shanna Burke, Ph.D., LCSW

Associate Professor
Simmons College

Berenice Castillo, Ph.D., MSW

Assistant Professor
University of Michigan

Mario De La Rosa, Ph.D., MSW

Distinguished Professor and
Director CRUSADA
Ohio State University

Beatrice Farnsworth, MSW, LCSW

Clinical Assistant Professor and Green
Family Foundation NeighborhoodHELP™
Social Work Supervisor
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Clinical Assistant Professor and
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**Bridget Schneiderman Tuttle, DSW,
MSW**

Assistant Teaching Professor
Florida Atlantic University

Eric Wagner, Ph.D.

Professor and Director FIU-CBRI
University of Pittsburgh

Courtney Wilson, Ph.D., LCSW

Clinical Associate Professor
University of Central Florida

I. FLORIDA INTERNATIONAL UNIVERSITY

Florida International University is a comprehensive, multi-campus urban research institution committed to providing both excellence and access to all qualified students desiring to pursue higher education. The University was established by the Florida State Legislature on June 22, 1965. It is a member Institution of the State University System of Florida. Classes began at the University Park Campus on September 19, 1972, with an initial enrollment of almost 6,000 upper-level undergraduate and graduate students. The Biscayne Bay Campus in North Miami opened in 1977. In July 1981, the Legislature funded the University to become a four-year institution and in August 1981, the first freshman class was admitted. In 2023, the enrollment grew to over 56,000 students.

II. ROBERT STEMPEL COLLEGE OF PUBLIC HEALTH & SOCIAL WORK

The School of Social Work is housed within the Robert Stempel College of Public Health & Social Work (RSCPHSW), accredited by the Council on Education for Public Health (CEPH). The Robert Stempel College of Public Health & Social Work is unique among the nation's accredited schools of public health in its interdisciplinary structure which combines the five (5) academic departments of public health in partnership with the disciplines of nutrition and dietetics, social work, and disaster management. This special blend of disciplines and programs afford students with the opportunity to better explore and understand the interrelatedness of social, biological, environmental, and cultural determinants of health and well-being. The RSCPHSW strongly strives to reflect the diversity of the greater community to maximize its understanding and effectiveness in providing culturally responsive health and mental health services in today's heterogeneous mix of cultures and languages. All students in the College are required to be grounded in basic public health knowledge.

III. SCHOOL OF SOCIAL WORK

The Social Work Program was established in 1972, when the University began offering academic programs. The School offers undergraduate and graduate studies leading to the bachelor's (BSSW) and master's (MSW) degrees in Social Work and also offers a Doctor of Philosophy (Ph.D.) in Social Welfare. The BSSW program was among the first degree program offerings in the University. The BSSW program has been accredited since July 1974, by the Council on Social Work Education (CSWE). The MSW degree program has been offered since August 1981 and received full accreditation status in April 1986 by CSWE. The School is located on the Modesto A. Maidique Campus.

The School of Social Work offers programs of professional study which prepare graduates to work effectively in complex human service organizations. These organizations may be located in governmental and voluntary settings within the community, regional, state, and national systems. Emphasis is placed on achieving a comprehensive, developmental, and community-oriented understanding of problems, issues, alternatives, and needs of an urban society faced with rapidly changing social, political, economic and cultural conditions. Many graduate schools of social work give advanced standing to students with a bachelor's degree in the field. At FIU, qualified students with a BSW/BSSW degree may enter the graduate program with advanced standing and complete their MSW program of study with a minimum of 30 credit semester hours specialization courses in addition to the course in public health (PHC 6500 - Foundations of

Public Health Practice) for a total of 33 credits.

The Social Work Program received full unconditional reaccreditation from the [Council on Social Work Education](#), the national accrediting body, in the spring of 2016.

IV. SOCIAL WORK AS A PROFESSION

Social work is an action-oriented profession that challenges many people to acknowledge and address the complex problems facing individuals and communities in modern society. The social work student seeks to acquire both knowledge about man and society and skills in helping people use their own resources - individual, familial, community, organizational - in meeting their needs.

Social workers are employed in a wide variety of community agencies - family and children's agencies, hospitals, courts, substance use programs, community mental health agencies, and community-development programs.

V. GRADUATE SOCIAL WORK PROGRAM

The profession of social work requires a high degree of knowledge and dedication. The desire and ability to work effectively with people and to help solve social problems demands a scientific understanding of society and human behavior, skills in social work practice, and identification with the values of the profession.

The School of Social Work at Florida International University offers an integrated program that leads to the degree of Master of Social Work (MSW). The program is designed to give the student professional education for the advanced practice of social work. All students will be required to acquire or to possess the competencies in the areas of professional study considered essential in social work education: professional identity, ethics, critical thinking, diversity, social economic justice, human behavior and the social environment, policy practice, research, societal contexts, and practice including engagement, assessment, interventions, and evaluations with individuals, families, groups, organizations, and communities.

The knowledge acquired in the professional courses will be applied in supervised field experiences in social service agencies.

The program offers a specialization in advanced clinical practice. Students complete a field practicum program that supports practice in the specialization. With the help of faculty, students will develop an individualized program of study most likely to meet their educational needs, advanced behaviors, and contribute to their professional objectives. The Master of Social Work program at Florida International University is accredited by the Council on Social Work Education (CSWE) and received full unconditional reaccreditation in the fall of 2016. The program provides a curriculum that meets the current educational requirements for clinical licensure in Florida.

The School also offers several graduate certificate programs and students have the option of pursuing a certificate while in the MSW program. Please note that some certificate programs do require additional coursework. At present, these include graduate certificates in Addictions, Child Welfare, and Social Work Practice with the Elderly. In addition, a combined degree with public

health (MSW/MPH) and the FIU College of Law (MSW/JD) are offered. For further information, please contact the School's graduate advisor at (305) 348-5841.

VI. CORE COMPETENCIES AND CORESPONDING BEHAVIORS AND DIMENSIONS

A. MSW Generalist Practice Year

The core practice competencies are designated in the [2022 Educational Policy and Accreditation Standards \(EPAS\)](#) by the Council on Social Work Education (CSWE). These competencies “describe the knowledge, values, skills, and cognitive and affective processes that comprise the competency at the generalist level of competency.” CSWE has broken down the competencies into 20 generalist behaviors, which “are observable components of the competencies”.

Competency 1 — Demonstrate Ethical and Professional Behavior

Behaviors:

1. Make ethical decisions by applying the standards of the [NASW Code of Ethics](#), relevant laws and regulations, models for ethical decision-making, ethical conduct of research, and additional codes of ethics as appropriate to context;
2. Demonstrate professional demeanor in behavior; appearance; and oral, written, and electronic communication;
3. Use technology ethically and appropriately to facilitate practice outcomes; and
4. Use supervision and consultation to guide professional judgment and behavior.

Competency 2 — Advance Human Rights and Social, Racial, Economic, and Environmental Justice

Behaviors:

5. Advocate for human rights at the individual, family, group, organization, and community system levels; and
6. Engage in practices that advance human rights to promote social, racial, economic, and environmental justice.

Competency 3 — Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice

Behaviors:

7. Demonstrate anti-racist and anti-oppressive social work practice at the individual, family, group, organizational, community, research, and policy levels; and
8. Demonstrate cultural humility by applying critical reflection, self-awareness, and self-regulation to manage the influence of bias, power, privilege, and values in working with clients and constituencies acknowledging them as experts of their own lived experiences.

Competency 4 — Engage in Practice-Informed Research and Research-Informed Practice.

Behaviors:

9. Apply research findings to inform and improve practice, policy, and programs; and

10. Identify ethical, culturally informed, anti-racist, and anti-oppressive strategies that address inherent biases for use in quantitative and qualitative research methods to advance purposes of social work.

Competency 5 — Engage in Policy Practice

Behaviors:

11. Use social justice, anti-racist, and anti-oppressive lenses to assess how social welfare policies affect the delivery of and access to social services; and
12. Apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, racial, economic, and environmental justice.

Competency 6 — Engage with Individuals, Families, Groups, Organizations, and Communities

Behaviors:

13. Apply knowledge of human behavior and person-in-environment, as well as interprofessional conceptual frameworks, to engage with clients and constituencies; and
14. Use empathy, reflection, and interpersonal skills to effectively engage in culturally responsive practice with clients and constituencies.

Competency 7 — Assess Individuals, Families, Groups, Organizations, and Communities

Behaviors:

15. Apply theories of human behavior and person-in-environment, as well as other culturally responsive and interprofessional conceptual frameworks, when assessing clients and constituencies; and
16. Demonstrate respect for client self-determination during the assessment process by collaborating with clients and constituencies in developing a mutually agreed-upon plan.

Competency 8 — Intervene with Individuals, Families, Groups, Organizations, and Communities

Behaviors:

17. Engage with clients and constituencies to critically choose and implement culturally responsive, evidence-informed interventions to achieve client and constituency goals; and
18. Incorporate culturally responsive methods to negotiate, mediate, and advocate with and on behalf of clients and constituencies.

Competency 9 — Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

Behaviors:

19. Select and use culturally responsive methods for evaluation of outcomes; and
20. Critically analyze and apply evaluation findings to improve practice effectiveness with individuals, families, groups, organizations, and communities.

B. MSW Clinical Specialization

The competencies are designated in the [2022 Educational Policy and Accreditation Standards \(EPAS\) by the Council on Social Work Education](#) (CSWE). FIU's School of Social Work has chosen to operationalize these competencies for the clinical practice specialization with 29 behaviors.

Competency 1 — Demonstrate Ethical and Professional Behavior

Behaviors:

21. Identify and understand professional strengths, limitations, and challenges;
22. Apply ethical decision-making skills to issues specific to clinical social work;
23. Recognize and manage personal biases as they affect the therapeutic relationship in the service of the clients' well-being;
24. Engage in reflective practice and demonstrate professional use of self with clients; and
25. Communicate professional clinical judgments in oral, written, and electronic format.

Competency 2 — Advance Human Rights and Social, Racial, Economic, and Environmental Justice

Behaviors:

26. Use knowledge of the effects of oppression, discrimination, and historical trauma on client and client systems to guide clinical practice and advocacy; and
27. Apply advocacy strategies that identify and eliminate oppressive structural barriers and promote equitable access to services and resources across systems.

Competency 3 — Engage Anti-Racism, Diversity, Equity, and Inclusion (ADEI) in Practice

Behaviors:

28. Identify and understand the impact of bias, power, privilege, and values on the assessment of psychopathology, risk factors, and resilience;
29. Explore historical contexts and intersectionality of client's identity by practicing cultural humility and engaging through anti-racist and anti-oppressive frameworks; and
30. Apply skills in clinical practice utilizing an anti-racist, anti-oppressive framework that promotes diversity and equity.

Competency 4 — Engage in Practice-Informed Research and Research-Informed Practice

Behaviors:

31. Use the evidence-based practice process in clinical assessment and intervention with clients; and
32. Use research methodology to evaluate clinical practice effectiveness and/or outcomes.

Competency 5 — Engage in Policy Practice

Behaviors:

33. Use social justice, anti-racist, and anti-oppressive lenses to assess how social welfare policies affect the delivery of and access to social services and clinical practice;

34. Advocate for policies to advance human rights and social, racial, economic, and environmental justice; and
35. Communicate to stakeholders the implication of policies and policy change in the lives of clients.

Competency 6 — Engage with Individuals, Families, and Groups

Behaviors:

36. Develop a culturally responsive therapeutic alliance;
37. Establish therapeutic alliance that encourages clients to be equal participants in the establishment of treatment goals and expected outcomes; and
38. Attend to the interpersonal dynamics and contextual factors that potentially impact the therapeutic alliance.

Competency 7 — Assess Individuals, Families, and Groups

Behaviors:

39. Use theoretical frameworks to guide multidimensional bio-psycho-social-spiritual assessment and diagnostic classification systems in the formulation of comprehensive assessments;
40. Identify and articulate clients' strengths and vulnerabilities while examining the role of historical contexts and intersectionality of clients' identities;
41. Assess clients' capacity, readiness, and motivation for change;
42. Assess clients' coping strategies to manage life situations, circumstances, and events;
43. Select and modify appropriate intervention strategies based on continuous clinical assessment; and
44. Utilize knowledge of psychotropic medications in client assessments.

Competency 8 — Intervene with Individuals, Families, and Groups

Behaviors:

45. Critically evaluate, select, and apply best practices and evidence-based interventions that are culturally responsive to clients' identities and situations;
46. Demonstrate the use of appropriate clinical techniques for a range of presenting concerns identified in the assessment; and
47. Use interprofessional collaboration and actively participate in coordination of treatment interventions.

Competency 9 — Evaluate Practice with Individuals, Families, and Groups

Behaviors:

48. Conduct ongoing evaluation to improve clinical practice; and
49. Use clinical evaluation to analyze and report treatment outcomes.

VII. ANTI-RACISM, DIVERSITY, EQUITY, AND INCLUSION (ADEI)

The School of Social Work is dedicated to promoting diversity, inclusion, equity, and justice. In coursework, fieldwork, as well as extracurricular activities and functions, the School is committed to the ongoing work of integrating and teaching anti-racist/anti-oppressive practices. Faculty, staff, and students are expected to model these practices and uphold the values of inclusion, equity, and justice as per the standards of the [NASW Code of Ethics](#), [CSWE](#)

[Competencies](#), and [FIU's standards](#). The School of Social Work acknowledges ADEI is always a work in progress.

VIII. ADMISSIONS

A. Application Process

The following are the application materials that must be completed and returned to the University and the MSW Admissions Committee for potential entry into the graduate program in social work.

Applicants are responsible for making sure that all required documents are on file at the University and the School of Social Work. Only those applicant folders that are complete will be reviewed. Applicant folders are considered complete when the following documents have been completed and received by the School of Social Work:

- School of Social Work Application to the Master of Social Work (MSW) Program
- Personal Narrative Statement
- Three Letters of Reference
- Last Field Placement Evaluation (Advanced Standing applicants only)

AND received by University Graduate Admissions:

- Online [Graduate Admissions Application](#)
- Official transcript from all institutions

NOTE: International Students please refer to University Graduate Admissions deadlines

The GRE is not required. (Use the foregoing as a checklist to ensure all documents are complete before submission)

The two-year MSW Program admits for fall and spring. The deadlines are:

Fall semester: June 1

Spring semester: October 1

The Advanced Standing status admits for fall, spring and summer. The deadlines are:

Fall semester: June 1

Spring semester: October 1

Summer semester: March 1

B. Requirements

1. MSW Standard Two-Year Program (60 credit hours)

Applicants desiring to pursue the MSW degree must meet the following requirements for full admission to the program:

- a. Baccalaureate degree from a regionally accredited college or university with a "B" average (minimum 3.0 on a four-point scale) in the last two years of baccalaureate studies.
- b. Completion of twelve (12) semester credit hours of college-level courses in the social and behavioral sciences, a three (3) credit college-level statistics course,

and a three (3) credit college-level course in biology (including coverage of human biology) with a minimum grade of 'C'.

- c. All Foreign students must submit a TOEFL score of 550 or higher (paper-based) or a score of 80 or higher (internet-based), or IELTS score of 6.5, unless they hold a degree from an English-speaking university (see [University Catalog](#)).

NOTE: Applicants to the Graduate Program are required to meet the minimum standards set forth by Florida International University and the FIU School of Social Work Graduate Program.

It is possible for an applicant who fails to meet the specified Graduate Admission Requirements to appeal the admission decision and to be considered for conditional admission to the two-year program. Students with conditional admission are not eligible for the MSW with advanced standing status.

2. MSW Advanced Standing Status (33 credit hours)

Applicants who have a Bachelor of Social Work (BSW) or Bachelor of Science in Social Work (BSSW) degree granted by an undergraduate program accredited by the Council on Social Work Education (CSWE) and who have an upper division 3.25 grade point average or above, may apply for admission to the MSW program with advanced standing status. However, the BSW/BSSW degree must have been obtained within the last five (5) years upon application to the graduate program in order to be eligible for advanced standing status. In addition to the previously stated requirements for the regular MSW program, advanced standing applicants must also have successfully completed an appropriate undergraduate field practicum and provide a copy of the final field evaluation. All students admitted to the MSW Program with advanced standing status must have a "B" or better from their BSSW course work. Admitted advanced standing students with BSSW grades lower than a "B" will be required to complete the equivalent graduate courses in the first term of the MSW program. No more than two courses below a grade of "B" in undergraduate social work courses will be considered for advanced standing. Conditional admission is not applicable to advanced standing applicants. Advanced standing applicants cannot transfer credits.

3. Personal Narrative Statement

The personal narrative, being an integral part of the application packet, is considered by the Admissions Committee to be a particularly important factor in making admission recommendations. Applicants are encouraged to view the narrative as an opportunity to communicate to the Admissions Committee members on those issues which the applicant views as important or pertinent in the social work field. The personal narrative is confidential in its use by the School. The committee would like to know what there is about the applicant's background and experience that lead them to want to be a professional social worker.

Applicants should include in the statement information about their personal philosophy, value system, and personal experiences relevant to professional social work. In addition, the committee is interested in the applicant's view of the profession of social work and how they see themselves using a graduate social work education in the future.

Please respond to the following questions:

- a. What do you see as the basic purpose(s) of the social work profession and the function(s) of social workers?
- b. Which current social problem(s) present(s) the greatest concern to you? What view do you have about the way in which such problem(s) could be prevented or ameliorated?
- c. How early or recent family, peer group, educational, extended travel, work (volunteer or employed), community, or research experience contributed significantly to your motivation for, and/or understanding of, the field of social work?
- d. What can you assess as your strengths and weaknesses in relationship to the education and practice of social work? What unique interest or educational need, if any, do you have?
- e. At this point in time, why is graduate education in social work the best way for you to realize your goals? What are your future goals if you become a professional social worker?
- f. Is the School of Social Work graduate program's specialization central to your interest?
- g. Feel free to add other information you believe relevant.

Applicants should complete the statement and upload it into the "Supporting Documents" section of their Graduate Admissions Application Center portal.

4. References

Applicant's should email the [Master of Social Work Program Recommendation Request](#) link directly to their recommenders. Recommenders must download, complete, and email the form directly to Ms. Gladys Ramos (glramos@fiu.edu). All recommenders should know the applicant well and should include (past or present) academic advisor or professor. Other reference letters should be from an immediate supervisor (past or present) from any voluntary and/or human service experience, or human service professional. Applicants are suggested to urge their recommenders to return their material promptly as an applicant's application is not considered complete until all materials are received.

5. Admission Prerequisite Courses

- Human Biology (minimum grade: 'C') – a biology course with human content such as:
 Florida Community Colleges and Universities:
 APB/BSC 1005 - General Biology
 BSC 1085 - Human Anatomy and Physiology I
 BSC 2085 - Human Anatomy and Physiology II
 Florida International University (FIU):
 PCB 2099 - Foundations of Human Physiology
 BSC 2023- Human Biology
 BSC 1010- General Biology
- Statistics (minimum grade: 'C') – a basic course in statistical methods such as:
 Florida State Colleges and Universities:
 STA 2023 – Statistical Methods

STA 2122 - Statistical Methods for the Behavioral and Social Science
Florida International University:

STA 1013 -Statistics for Social Services

STA 2122 - Intro to Statistics (please refer to University catalog)

- Social Science Requirements (minimum grade: ‘C’) – 12 semester hours in any of the social and behavioral sciences such as:
 - Psychology
 - Sociology
 - Anthropology
 - Economics
 - Political Science
- [English-Language Requirements](#)

C. Admissions Process

1. Admission Decision

Initial evaluation of admission requests will be undertaken only once the graduate application and School of Social Work application have been received. Assessment of intellectual capacity will be based mainly on the applicant’s transcripts and academic references. Other areas, such as motivation, knowledge of the field, personal qualifications, communication ability, etc., will be determined by a review of the applicant’s work experience, references, the personal narrative statement and possibly an admissions interview. Applicants will receive notification about admissions decisions as soon as they are processed.

- Full Admission: Status granted only when all requirements are met and the applicant demonstrates a capacity for a promising professional career in social work.
- Provisional Admission: Status granted for one semester when an applicant who has demonstrated the capacity for a promising career in social work appears to meet the admission requirements but is missing an official transcript. Students must submit proof of this missing documentation by the end of their first semester, otherwise risk being dismissed from the program.
- Conditional Admission: Status requires the student to earn a 3.0 GPA upon completion of their first 9 graduate credits within one year of being admitted, i.e., within 3 consecutive semesters. This status is for applicants who are not admissible under normal standards but for whom there is evidence to indicate that the student could succeed in the program under certain conditions. If the condition is not met, student will be dismissed from the program.
- Denied: Decision is reached when any one of the requirements is not met and the applicant has not demonstrated capacity for a promising career in social work

2. Transfer Credits

Transfer Credits are defined as credits taken at other accredited universities or colleges that can be accepted and applied toward the minimum number of credit hours required for a social work degree. In accordance with school policy, transfer credits will only be awarded for courses completed within five (5) years prior to the application for transfer. A minimum grade of “B” is required for a course eligible for transfer.

In addition to the College and University policies governing transfer credit, the following regulations apply:

- a. A maximum of six (6) semester hours of courses taken in a CSWE accredited Master of Social Work program in which the applicant was fully admitted may be transferred towards courses in the first year of the program only.
- b. Students with advanced standing status will not be awarded transfer credits.

Transfer credit is subject to evaluation by sequence chairs who may identify “deficiency” areas in relation to the School’s own curricular emphasis and make recommendations for additional work where indicated. All transfer credit decisions are subject to the approval of the Director.

Students requesting transfer credit should submit a formal petition to the MSW Program Coordinator. The petition should include an official transcript of the student’s record, a catalog description and the syllabus of each course for which credit is requested. Other official information may be requested. Other official information may be substituted if it provides sufficient data for evaluation. The petition must be submitted at least one month prior to the semester in which the course is scheduled to be taken. **No credit will be awarded for life experience or previous work experience.**

IX. ADVISING

Upon admission into the program, all MSW students are assigned a faculty advisor who provides professional advising to students. Faculty advisors are available during registration periods and during their office hours to help students consider their plans for employment or graduate study.

In addition, the School of Social Work has a full-time advisor for graduate students. This advisor is involved in orientation and recruitment and serves as the primary academic advisor for all graduate social work students.

Courses in the graduate program are sequenced with some courses having pre-admission requirements and/or other social work prerequisites. Therefore, it is important that applicants plan their entry into either the standard two-year or Advanced Standing status courses with the graduate advisor. Keep in mind that required courses are not offered every semester.

Applicants whose folders are not complete may enroll in required first year courses only with the approval of the MSW Program Coordinator. Enrollment as a non-degree-seeking student can be counted toward a degree up to twelve credits only.

X. DEGREE REQUIREMENTS

The handbook in effect at the time the student enters the program governs their graduation requirements. Students should review carefully the information prior to making any changes in their program of study. If students have any questions, they should contact the graduate advisor. The MSW two-year program begins in the fall and spring and advanced standing status begins in the fall, spring, and summer semesters.

Keep in mind that:

- Most courses are not offered every semester.
- Many courses have pre- and/or co- requisite requirements and failure to meet these requirements could result in an administrative drop from the course, including the public health course.
- Electives can be taken during any semester of study.
- Second year (specialization 6000 level) courses cannot be taken by two-year students until all first-year requirements are complete (except for electives and Public Health course).

A. Course Requirements

Generalist Year – 1st Year (must be completed before 2nd year)		
SOW 5105*	Human Behavior & Social Environment I	3 credits
SOW 5235	Social Welfare Policy & Services I	3 credits
SOW 5324*	Theory & Practice with Groups	3 credits
SOW 5342*	Theory & Practice with Individuals & Families	3 credits
SOW 5344	Theory & Practice with Communities & Organizations	3 credits
SOW 5379L*	Interviewing Skills Lab	3 credits
SOW 5404*	Social Work Research Methodology	3 credits
SOW 5532*	Field Practicum I	3 credits
SOW 5629*	Social Work Practice with Diverse Populations	3 credits
Advanced Clinical Specialization Year – 2nd Year		
SOW 6125*	Human Behavior & Social Environment II - Psychopathology	3 credits
SOW 6236*	Social Welfare Policy & Services II	3 credits
SOW 6351*	Clinical Intervention in Couple & Family Social Work Practice	3 credits
SOW 6425*	Clinical Assessment and Intervention Planning	3 credits
SOW 6435*	Evaluating Empirically Based Social Work Practice	3 credits
SOW 6533*	Field Practicum II	3 credits
SOW 6534*	Field Practicum III	6 credits
Public Health (taken at any time)		
PHC 6500	Foundations of Public Health Practice	3 credits
Clinical Electives (taken at any time)		
SOW XXXX	Clinical Elective	3 credits
SOW XXXX	Clinical Elective	3 credits

*Indicates pre- and/or co-requisite courses required

B. Capstone

1. Purpose

The [Capstone](#) is a practicum-related, learning experience designed to have students demonstrate the competency-based knowledge and skills of advanced clinical practice social work. The Capstone also serves as an outcome measure for the Program, allowing the faculty to assess areas in the curriculum that need enhancements or modifications.

2. Required Submission Procedures

- The Capstone must include the School of Social Work Honor Code Attestation: *I understand that as a social work student in FIU's School of Social Work, I am a member of an ethical community. By submitting this required coursework, I attest that I have followed the FIU School of [Social Work Student Honor Pledge](#).*
- Students present competency-based learning and a clinical client case from the advanced clinical placement to a panel of two faculty members and one field instructor.
- Presentation time is twenty minutes. Ten additional minutes are reserved for feedback from the panel. No questions will be asked after the presentation.
- The assessment and intervention plan must be written by the student and must be in narrative format. No check-off lists or computer-generated plans or assessments will be accepted.
- Students must provide one copy of the PowerPoint presentation, assessment, intervention plan, and three, evidence-based research articles to the panel by the due date provided in SOW 6534. These are provided to the panel members prior to the panel dates for review.
- All sources used must be cited using APA format.

3. Additional Information

- Dates for Capstone presentations will be randomly selected by students in SOW 6534.
- Presentations will be scored using the [Assessment Rubric](#) for MSW Capstone Presentation.
- A passing score is an average score of 27 or above and only one score below 3 on one competency.
- Students will have points deducted from their final score for late Capstone submissions.
- If a student does not pass the Capstone (receives a total summary score of less than 27 or any score of below 3 on more than one competency), the student must revise and present the Capstone again towards the end of the semester.
- If the student does not pass the second Capstone, the student will not be able to graduate in that semester. The student will receive an "IN" (incomplete) for SOW 6534 and will need to register for SOW 5905, a 1-credit independent study course, for the following semester. A faculty mentor will be assigned to work with the student as part of the independent study.

4. Academic Integrity

Students completing the Capstone must abide by the University's Student Conduct and Honor Code. Academic and professional misconduct will not be tolerated. Students who are found to have engaged in academic and/or professional misconduct related to the Capstone will receive a "0" and will be unable to pass. Additional attempts to complete the Capstone will not be given to students who have failed due to academic and/or professional misconduct. Students who are found to have engaged in any of these behaviors will be reported to the appropriate University process for further review and may be referred to a Student Review and Termination Committee.

C. Credit for Life Experience

No credit will be awarded for life experience or previous work experience.

XI. GRADUATE CERTIFICATES AND COMBINED DEGREE PROGRAMS

Certificate programs are offered as options to students in the graduate program. Coursework may be started as part of the MSW program of study, but in some instances may require additional credits (courses).

All students wanting to obtain a graduate certificate must complete the [Graduate Certificate Program Application Form](#), have the Director sign it, and then return it to the Graduate Admissions Office along with the application fee.

Certificates

A. Graduate Certificate in Social Work Practice with the Elderly

This certificate of specialization with the elderly will provide Advanced Clinical Social Work Practice for MSW students, and social work professionals interested in working with the elderly. The specific objectives of the certificate are to:

- Provide generalist and advanced clinical social work practice for MSW students specializing in working with the elderly.
- Respond to the need expressed by local social work agencies that the School of Social Work continue to provide specialization in social work practice with the elderly given the demographic characteristic and needs of the South Florida community.

Required Courses:

SOW 6236 - Social Welfare Policy and Services II (3)

SOW 6534 - Field Practicum III (in an Elderly/Aging Setting) (6)

And two of the following courses:

SOW 5641 - Understanding the Process of Aging (3)

SOW 6359 - Social Work Treatment with Families and the Elderly (3)

SOW 6646 - Social Work Practice with the Elderly (3)

SOW 5605 - Medical Social Work (3)

SOW 5805 - Counseling the Elderly (3)

B. Graduate Certificate in Addictions

The social work certificate in addictions provides specialized clinical training for social work students and professionals working in the addictions field. The specific objectives of the certificate are to:

- Provide generalist and advanced clinical social work practice for MSW students specializing in addictions.
- Respond to the needs expressed by local social service agencies that the School of Social Work provide specialization in social work practice with addictions given the characteristics and needs of the South Florida community.

The State of Florida requires that for professionals to practice in the field of addiction, they must be certified or licensed. This certificate meets all of the educational coursework

requirements laid out by the State of Florida for certification through the [Florida Certification Board for the Certified Addiction Professional \(CAP\)](#).

The Certified Addiction Professional (CAP) designation is a professional substance abuse credential for those persons who are assessing, developing, and providing substance abuse treatment services and plans. Certified Addiction Professionals primarily focus on counseling those addicted to drugs and alcohol or abusing a substance. Their role in the treatment of addiction is a primary one and they are often saving lives.

Required Courses:

- SOW 5105 - Human Behavior and the Social Environment I or BSSW equivalent (3)
- SOW 6125 - Human Behavior and the Social Environment II – Psychopathology (3)
- SOW 5324 - Theory and Practice with Groups or BSSW equivalent (3)
- SOW 5342 - Social Work Practice with Individuals & Families or BSSW equivalent (3)
- SOW 5629 - Social Work Practice with Diverse Populations or BSSW equivalent (3)
- SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3)
- SOW 6435 - Evaluating Empirically Based Social Work Practice (3)

Required Electives:

- SOW 5710 - Current Issues in Addiction Practices (3)
- SOW 6114 - Assessment and Treatment of Addiction & Related Problems (3)
- SOW 6711 - Prevention of Addiction & Related Problems (3)

Total credits required: 30

C. Graduate Certificate in Child Welfare

The Graduate Certificate in Child Welfare Practice provides MSW students with advanced clinical training in child protection and child welfare services. Students will be prepared to work with neglected and abused children, their families, and the social services organizations that serve them. The Certificate will provide students with:

- The necessary knowledge and skills to effectively assess and intervene with vulnerable children and families.
- Direct practice experience with an agency in the child welfare field.
- A Certificate in Child Welfare Practice (Application required).

Program Requirements:

- Students eligible for this program must be fully admitted into the Social Work MSW program.
- Student must complete required application.
- Student must inform the Office of Field Education of participation in the Graduate Child Welfare Certificate.

Required Courses:

- SOW 5240 – Advanced Interventions in Child Maltreatment (3)
- SOW 5241 – Advanced Child Welfare Policy and Practice (3)

Two consecutive field internships in a child welfare agency (SOW 6533 and SOW 6534 – 9 credits total). Students must inform the Office of Field Education of participation in the child welfare certificate.

SOW 6425 – Clinical Assessment and Intervention Planning (3)

Combined Degree Programs

D. MSW/JD (Social Work/Law)

Candidates for the program must meet the entrance requirements for and be accepted by both the College of Law and the School of Social Work. The student must inform both schools at the time of application to the second school that the student intends to pursue the joint degree. The [joint degree program](#) is not open to students who have already earned one of the two degrees. For law students, enrollment in the MSW program is required no later than the completion of 63 credit hours in the J.D. program. For MSW students, enrollment in the J.D. program is required no later than the completion of 30 credit hours in the MSW program.

A student must satisfy the curriculum requirements for each degree before either degree is awarded. The School of Social Work will allow 6 credit hours of approved law courses to be credited toward both the MSW and J.D. degrees. These 6 credit hours of law classes will be in lieu of Social Work electives and must be selected from an accepted list of law classes and approved by the Director of the School. Students should be aware that taking the 6 credits of law classes rather than 6 credits of clinical electives may be an obstacle to clinical licensure in Florida and other states. Law students may receive 9 hours of credit toward the satisfaction of the J.D. degree for courses taken in the MSW curriculum upon completion of the MSW degree curriculum with a grade point average of 3.0 or higher.

A full-time law student enrolled in the joint degree program may spend the first year in either the College of Law or the School of Social Work. A part-time law student enrolled in the joint degree program may begin the student's studies in either the College of Law or the School of Social Work, but must take the first three semesters of law study consecutively. Students admitted to one school but electing to begin study in the other school under the joint degree program may enter the second school thereafter without once again qualifying for admission so long as they have notified the second school before the end of the first week of the first semester in the second school and are in good academic standing when studies commence in the second school.

A student enrolled in the joint degree program will not receive either degree until the student has satisfied all of the requirements for both degrees, or until the student has satisfied the requirements of one of the degrees as if the student had not been a joint degree candidate.

E. MSW/MPH (Social Work/Public Health)

The MSW/MPH is an interdisciplinary, three-year program (two-year for advanced standing students) incorporating knowledge and skills from social work and public health with a specialization in clinical social work and Health Promotion & Disease Prevention or clinical social work and generalist public health. The MSW/MPH program brings together two closely aligned disciplines, allowing students to gain knowledge and skills critical to succeed in the strategic area of health/behavioral health. This integration of the two disciplines makes

graduates attractive candidates in the consistently growing health and social services industries.

Students must apply separately to the [MSW and MPH programs](#). Students will need to apply to and be accepted into each degree program separately to qualify for the combined degree program. For the [MSW/MPH with advanced standing](#), admission to both programs must occur prior to beginning any coursework. At the time of admission, the students will need to notify both programs that they are interested in pursuing the combined degree with advanced standing in social work.

XII. FIELD EDUCATION

A cornerstone of professional social work education is the inclusion of both academic coursework and actual practice experience. Through field education, graduate students are provided educationally directed opportunities to translate theory into effective social work practice. Over 200 experienced clinical social workers serve as field instructors for students and work closely with the faculty to develop the field component of students' professional education. All field practicum sites are selected through a prescribed process of site evaluation and contractual agreement between the agency and Florida International University.

Field Practicum I provides a foundation in generalist perspective social work skills in working with individuals, families, groups, organizations, and communities. The Advanced Field Practica build upon the foundation and provide opportunities to develop advanced clinical practice skills in assessment and intervention planning within multiple contexts based upon evidence-based practice.

A. Generalist Year

During the first field practicum, the student is required to complete a total of 344 hours in the semester. A student is eligible for Field Practicum I (SOW 5532*) once fully admitted to the program, upon maintenance of a cumulative GPA of 3.0, and successful completion (a grade of "B" or better) of the following required course work:

SOW 5105 - Human Behavior and the Social Environment
SOW 5235 - Social Welfare Policy and Services I
SOW 5342 - Social Work Practice with Individuals and Families
SOW 5344 - Social Work Practice with Communities and Organizations
SOW 5379L - Interviewing Skills Lab
SOW 5404 - Social Work Research Methodology

*A \$100 clinical fee is charged for SOW 5532, Field Practicum I.

B. Advanced Specialization Year

The advanced field practicum requires the student to complete a total of 576 hours. The advanced field component is organized in two practica: Field Practicum II (SOW 6533) and Field Practicum III (6534), which consist of two semesters of 288 hours each at the same agency.

1. Field Practicum II (SOW 6533)*

A student is eligible for Field Practicum II upon attainment of a passing grade in Field Practicum I (SOW 5532, maintenance of a cumulative GPA of 3.0, and successful completion (a grade of “B” or better) of all first year (generalist) required courses, OR a BSW/BSSW degree and admission to the MSW Program with Advanced Standing status.

*A \$100 clinical fee is charged for SOW 6533, Field Practicum II.

2. Field Practicum III (SOW 6534)*

A student is eligible for Field Practicum III (SOW 6534) upon attainment of a passing grade in Field Practicum II (SOW 6533), maintenance of a cumulative GPA of 3.0, and successful completion (a grade of “B” or better) of the following required courses:

- SOW 6125 - Human Behavior and the Social Environment II - Psychopathology
- SOW 6236 - Social Welfare Policy and Services II
- SOW 6435 - Evaluating Empirically Based Practice
- SOW 6425 - Clinical Assessment and Intervention Planning

*A \$200 clinical fee is charged for SOW 6534, Field Practicum III.

C. Practice Co-Requisites

A specific clinical practice class must accompany each Field Practicum:

Field Practicum	Clinical Practice Class
SOW 5532 - Field Practicum I	SOW 5324 - Theory and Practice with Groups
SOW 6533 - Field Practicum II	SOW 6425 - Clinical Assessment and Intervention Planning
SOW 6534 - Field Practicum III	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice

D. Field Seminar

The field seminar is an essential component of each field practicum and provides the student with an opportunity to integrate, analyze, and evaluate practicum learning experiences. The seminars are scheduled bi-weekly throughout the field practicum. One grade, Pass/Fail, is given for both the field practicum and seminar. The MSW III Seminar includes a licensure preparation course, occurring on weeks when the seminar is not meeting.

E. Agency Placements

Placements are available to work in a variety of settings such as: schools, hospitals, clinics, courts, residential treatment centers. Opportunities are offered to work with diverse client populations such as: persons with mental and medical illness, developmental disabilities, and substance abuse problems, as well as victims of abuse and other traumas. Supervision is provided by field instructors who have a minimum of two-year post-masters’ experience and have completed a 12-hour clinical supervision training course developed by the Florida Field Consortium and approved by the School.

F. Matching Process

The placement process is a collaborative effort between Florida International University, the School of Social Work, the agency, and the student. The School of Social Work is committed to finding the best possible placement according to the student's individual interests or needs. Each application for field placement is reviewed by a Coordinator of Field Education, who will meet with the student before making an assignment to an agency. After the agency selection is determined, students arrange a pre-placement interview with a designated person in the field agency to learn about the agency and the educational experiences offered. **Note: Students are not permitted to make arrangements for their own placement.**

Specific scheduling of the weekly requirement of hours is coordinated between the student and the agency field instructor. The goal is to maximize the student's involvement in the provision of clinical services.

G. Important Placement Rules:

- Evening/late-afternoon and weekend placements are extremely limited. The Office of Field Education will hold a lottery for students needing such placements. Although every effort will be made to accommodate full-time working students, those students requesting such placements may be required to postpone practicum until such time as an evening placement becomes available or readjust their schedules to accommodate a weekday, daytime placement. **The School of Social Work is under no obligation to provide evening and weekend placements.** Consequently, practicum placement cannot be guaranteed to students who require evening and weekend placements, and **all students must have at least 8 weekday, daytime hours available per week during their practicum experience in order to meet education requirements at the agency.**
- Students interested in a placement where they are employed must complete an additional application (the Employment Setting Practicum application). That application **MUST** be requested from the Office of Field Education no later than 24 hours after the mandatory field orientation and submitted no later than a week after the mandatory field orientation.
- MSW Students may not be placed in the same agency at which they were placed for their undergraduate or MSW I placement.

H. Application Due Dates

The dates for submission of the application for the Field Practica are:

Fall Semester: May 5

Spring Semester: September 5

Winter Semester: January 5

Applications must be submitted by the due date to permit time for agency interviews and the matching process.

Note: Students admitted into the Full-Time MSW program with advanced standing status after the field application date for their semester of entry are asked to contact the Office of Field Education at 305-348-3881 to discuss placement options.

I. Student Expectations

Students enrolled in the School of Social Work must adhere to standards of conduct that reflect upon the University, the school, the social work profession, and themselves. They are expected to behave appropriately, respect others' rights and privileges, and to abide by the rules and regulations of the University, the School, and the community.

Students are expected to:

- Enter the field practicum with a readiness to learn and to become involved in all appropriate aspects of the field practicum.
- Be sensitive to the norms and climate of the agency and conduct themselves in a manner appropriate to the setting.
- Communicate openly with the Field Instructor on all matters pertaining to the field education experience.
- Observe and respect the unique importance of the individuals, families, groups, organizations, and communities to be served by the agency in accordance with social work principles of confidentiality.

J. Evaluation

Each student should be actively involved in the educational process necessary to attain required social work skills. Therefore, students must continually assess their learning needs, strengths, and problems as reflected in a formal Learning Contract. This continuous assessment provides a foundation for both the student and the Field Instructor for the development of supervisory conferences and a successful field education experience.

While the field education experience serves many purposes, a major function of the field experience is to serve as an evaluation tool for the student's suitability for a career in the social work profession. The evaluation begins on the first day of placement, and should be an ongoing, shared appraisal of performance so that written evaluations reflect material previously discussed between the student and field instructor. A passing grade in field practicum is required for continuation in the program. Field courses cannot be repeated.

Detailed information about the field education program is available in the [MSW Field Education Manual](#).

XIII. CRITERIA FOR EVALUATION OF ACADEMIC AND PROFESSIONAL PERFORMANCE

A. Ethical Community Membership

The FIU School of Social Work, including the MSW Program, is an ethical community. The guiding principles central to the School's ethical community and ensuring professional competence by all social work students are the [Council on Social Work Education's \(CSWE\) nine \(9\) competencies](#); adherence to a set of values, principles, and ethical standards universally accepted by the social work profession and set forth by the [National Association of Social Workers](#) (NASW); and the standards set forth in the [FIU Student Conduct and Honor Code](#). The School's faculty, staff, administration, and students choose to be a part of

the ethical community. As such, all incoming students must commit to uphold these principles by taking the [School of Social Work's Student Honor Pledge](#).

Students are expected to complete all academic and nonacademic requirements for the Social Work Program in the preparation for professional practice. Issues can arise regarding student academic performance or nonacademic conduct that may result in a review of the student's situation and their continuing progress in the Social Work Program. Both academic and professional performance issues may also be potential violations of the ethical community's guiding principles and result in an initiation of the Student Review and Termination Procedures.

B. Academic Performance

1. Grading Scale

The grading system in effect in the social work program is:

A	4.00	93-100	B	3.00	83-86	C	2.00	70-76
A-	3.67	90-92	B-	2.67	80-82	D	1.00	60-69
B+	3.33	87-89	C+	2.33	77-79	F	0	< 60

except for the three field work courses, which are approved for P (Pass) or F (Fail) grades only.

Student grades and other evaluations of performance are confidential. Instructors are not permitted to post grades by name or student identification number.

Students who wish to have reference letters sent on their behalf must submit requests in writing. Upon request, they may obtain copies of any reference material in their files.

a. Academic Warning, Probation, and Dismissal

- **Warning:** A graduate student whose cumulative graduate GPA falls below a 3.0 will be placed on warning, indicating academic difficulty. The designation will be notated on the transcript.
- **Probation:** A graduate student on warning whose cumulative graduate GPA remains below 3.0 in the following semester will be placed on probation, indicating serious academic difficulty. The designation will be notated on the transcript. The College or School of the student on probation may indicate the conditions which must be met in order to continue enrollment.
- **Dismissal:** A graduate student on probation whose cumulative and semester GPA's fall below a 3.0 will be automatically dismissed from his or her program and the University. The designation will be notated on the transcript. A graduate student will not be dismissed prior to attempting a minimum of 12 hours of coursework as a graduate student. The student has ten working days to appeal the dismissal decision. This appeal must be made in writing to the Dean of the University Graduate School. To appeal, a Petition for Exception to Graduate Requirements must be completed. The petition is an online process which is initiated by the academic unit in which you were pursuing your degree. Should you wish to initiate this appeal, you must contact your

academic unit. The dismissal from the University is for a minimum of one year and prohibits students from registering for any courses. After one year, the student may apply for readmission to the University in the same or a different program, or register as a nondegree-seeking student if applicable. Dismissed students who are readmitted or who register as non-degree-seeking students are placed on academic probation.

2. Field Performance

As per the MSW Field Manual (Section XII Evaluation), “The field evaluation process begins on the first day the student enters the agency. This process is an ongoing appraisal of the student’s performance. The Faculty Field Liaison monitors the performance of students through a variety of means including but not limited to: site visits, discussion with Field Instructor, discussion with students, process recordings, the Mid-Semester Field Evaluation, and consultation with the Field Seminar Instructor. The Mid-Semester Field Evaluation helps assure an ongoing evaluation process between the Field Instructor, student, and Field Liaison and the early identification of areas in need of further growth. The Final Field Evaluation, prepared by both the Field Instructor and student at the end of the semester, should reflect a composite of material discussed in supervisory conferences and the site visit(s) throughout the semester. Evaluations are to be prepared in accordance with the outlines provided by the Office of Field Education. The final grade is assigned by the Field Seminar Instructor with recommendations from the Faculty Field Liaison, and input from the Field Instructor.

a. Mid-Semester Field Evaluation of Student Performance

The Mid-Semester Field Evaluation must be submitted via IPT and requires the signature of both the Field Instructor and the student. The student’s signature indicates only that the student has read the evaluation. The student may submit a statement in writing about areas of disagreement. The Mid-Semester Field Evaluation should be submitted via IPT to the Office of Field Education on the date indicated in the Practicum syllabus. If a Mid-Semester Field Evaluation results in a ‘1’ (Unacceptable) or ‘2’ (Below Satisfactory) or ‘0’ (Not Yet Started) the Faculty Field Liaison will consult with the Field Instructor and student to discuss the areas of concern and may formulate a written “Field Internship Support Plan” to address those areas below expectations (unless already implemented).

b. Final Field Evaluation of Student Performance

The Final Field Evaluation must be submitted via IPT and signed by the student and the Field Instructor. The student’s signature indicates only that the student has read the evaluation. The student may submit a statement in writing about areas of disagreement. The exact timing of the preparation of the evaluation is determined by the Field Seminar Instructor within time limitations established by the Coordinator of Field Education (MSW Field) and the University calendar. An evaluation that identifies multiple areas of concern will result in a meeting between the Coordinator of Field Education and Field Instructor to discuss the deficits in order for the Field Seminar Instructor to determine a final grade. If a negative evaluation contributes to a failure (“F”) in the practicum, a failing grade will be assigned. A failure (“F”) in the practicum results in termination from the program. A Student Review and

Termination Committee can be called to recommend if the student can continue in the program.

3. Capstone

The Capstone Presentation is a field practicum related learning experience designed to assist the student to critically analyze, synthesize, and apply the knowledge and skills of advanced clinical social work to a case situation. The capstone is evaluated by a panel of three (two faculty and one field instructor) who utilize an assessment rubric to score the Capstone based on the nine (9) competencies

Please see [Capstone Guidelines](#) for more information and the assessment rubric.

4. Criteria for Academic Performance Review

Inability, unwillingness, or failure to meet academic requirements may result in the initiation of the Student Review and Termination Procedure. Engagement in academic misconduct as defined by the University in the [Student Conduct & Honor Code](#) will result in a required meeting with the involved faculty and MSW Program Coordinator and/or a formal complaint to the Office of Student Conduct and Academic Integrity. Such misconduct may also result in an initiation of a Student Review and Termination Procedure as these matters fall under Professional Performance Misconduct as well as are a violation of the ethical community's principles, specifically as they violate the [National Association of Social Workers' Code of Ethics](#).

The following academic performance issues meet the criteria for Academic Performance Review but are not considered to be inclusive or exhaustive of possible student issues:

- a. Plagiarism, cheating, or any other form of academic misconduct as defined by the University in the [Student Conduct & Honor Code](#).
- b. Failure to maintain a 3.0 GPA (MSW) or more than one semester of academic probation.
- c. Failure to follow course sequencing as scheduled and/or advised unless other arrangements were made and approved in writing by the MSW Program Coordinator or Director of the School.
- d. A failing grade for any semester of the field practicum.

C. Professional Performance

As part of an ethical community, students are expected to demonstrate professional conduct and attitudes in all parts of the Social Work Program. Possible professional performance issues include, but are not limited to, conduct that is inconsistent with or a violation of the [Code of Ethics of the National Association of Social Workers](#) and/or the University's [Student Conduct & Honor Code](#) as well as a failure to meet the [CSWE competencies](#).

1. Expectations for Professional Performance

Students must:

- Understand and adhere to the [Code of Ethics of the National Association of Social Workers](#);
- Adhere to the mission of the social work profession that is rooted in a set of core values including:
 - Service to others,

- Promotion of social, economic, racial, and environmental justice,
- Respect for the dignity and worth of all persons,
- Recognition of the central importance of human relationships,
- Behavior reflecting trustworthiness, and
- Development and enhancement of professional competence and expertise.
- Be actively involved in professional social work development through assessment of their academic and personal aptitude and performance;
- Learn and demonstrate the skills, abilities, and knowledge of the nine competencies set forth by the [Council on Social Work Education \(CSWE EPAS, 2022\)](#) in classes and fieldwork:
 - Demonstrate ethical and professional behavior;
 - Advance human rights and social, racial, economic, and environmental justice;
 - Engage anti-racism, diversity, equity, and inclusion (ADEI) in practice;
 - Engage in practice-informed research and research-informed practice;
 - Engage in policy practice;
 - Engage with individuals, families, groups, organizations, and communities;
 - Assess individuals, families, groups, organizations, and communities;
 - Intervene with individuals, families, groups, organizations, and communities;
 - Evaluate practice with individuals, families, groups, organizations, and communities.
- Be inclusive and respectful of individual diversity, including differences and intersectional ties of “age, caste, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, generational status, immigration status, legal status, marital status, political ideology, race, nationality, religion and spirituality, sex, sexual orientation, and tribal sovereign status” (CSWE, 2022).

2. Criteria for Professional Performance Review

Inability, unwillingness, or failure to meet generally accepted professional guidelines of professional conduct, personal integrity, or emotional stability may result in the initiation of the Student Review and Termination Procedure (see section XIV for more details). The following professional performance matters include, but are not limited to, inappropriate or disruptive behavior toward colleagues, faculty, staff, field instructors, clients or others within the social work program, university, field placement, or affiliated organizations.

Inability, unwillingness, or failure to:

- Respect and/or promote the clients' right to self-determination.
- Provide clients with the opportunity for informed consent.
- Provide services within the boundaries of their competence, utilizing supervisory consultation as guidance.
- Respect human and cultural diversity.
- Respect clients' right to privacy and confidentiality in accordance with professional ethics, Florida statutes, University, or agency policy.
- Treat fellow students, colleagues, supervisors, or educators with respect.
- Maintain the confidentiality of fellow students, colleagues, supervisors, or educators.

- Use practice skills or interventions that fall within the range of accepted and relevant practice.
- Demonstrate appropriate interpersonal boundaries, self-awareness, self-containment, or self-control, abilities, and attributes essential for professional social work practice.
- Report suspected child abuse, family violence, elder abuse, or threatened harm to self or others as required by Florida statute.

Engaging in unethical and/or unprofessional behavior that may include (but is not inclusive):

- Entering into a dual relationship with clients or failing to disclose a conflict of interest.
- Behavior in the classroom or field activities, which causes a disruption in the learning of other students or in the service of clients.
- Entering into a sexual relationship or sexual activity with clients, whether consensual or forced.
- Use of disrespectful or derogatory language in written or verbal communication with or about fellow students, colleagues, supervisors, or educators.
- Exploitation of clients who lack the capacity to make informed decisions.
- Not taking adequate steps to address or remedy personal problems, psychosocial distress, substance abuse, or mental health impairment that interfere with practice effectiveness or classroom learning.
- Unethical or criminal conduct that interferes with competent performance as a social work practitioner or may potentially compromise the safety of others or client services.
- Private conduct that interferes with the ability to fulfill student responsibilities or that represents dishonesty, fraud, deception, or misrepresentation.
- Acts or threats of physical violence or verbally abusive behavior toward fellow students, colleagues, supervisors, or educators; or acts which may threaten the safety of same.
- Failure to comply with all agency and School of Social Work policies and procedures (e.g., physicals, drug screens, liability insurance, dress and appearance codes, immunizations, and criminal background checks).
- Inappropriate use of technology (social network sites, online chatting, e-mail, texting, telephone, databases, video etc.)

XIV. STUDENT ACADEMIC AND PROFESSIONAL MISCONDUCT PROCEDURES

A. Academic Misconduct Procedures

For issues related to academic misconduct, as defined by the [University's Student Conduct & Honor Code](#), the School follows the University process as outlined in the [Student Conduct & Honor Code](#). Prior to initiation of the University process, the MSW Program Coordinator and involved faculty will meet with the student. The School may also initiate a Student Review and Termination Procedure as these matters fall under Professional Performance Misconduct as well due to their violation of the [National Association of Social Workers' Code of Ethics](#).

For all other academic performance issues addressed by University policy and defined in section XIII of this Handbook:

1. The Director will review the issue and may refer it to the Chairperson of the Student Review and Termination Committee for initiation of a Student Review and Termination Committee meeting.
2. The Student Review and Termination Committee will arrange for a meeting with the student to address the issue within ten (10) working days of notice by the Director.
3. Members of the faculty involved with the identified issue may be required to meet with the Student Review and Termination Committee.
4. The student may choose to bring a personal advocate (not legal representation) to this meeting provided the student notifies the Committee within five (5) working days prior to the meeting of the name of the advocate, and the role to be served by the advocate at the meeting. The student may confer with their personal advocate or advisor, verbally or in writing, during the Student Review and Termination Committee meeting but the advocate may not speak for the student or represent the student to the committee. Staff or faculty of the School of Social Work may not serve as the advocate.
5. The Student Review and Termination Committee meeting will convene, and present written recommendations based upon their findings to the Director of the School within five (5) working days of this meeting.
6. Written notification of the Director's decision will be sent to the student within five (5) working days of receipt of the recommendations of the Student Review and Termination Committee. Possible actions by the Director include:
 - A determination that the matter warrants termination from the Program;
 - Referral of the matter to the MSW Program Coordinator or the Coordinator of Field Education (MSW Field) to create with the student a plan for remediation of the problem. Rules governing remediation plans include:
 - A timeline will be developed for completion of the plan.
 - The agreed upon plan will be put into written form and signed by all parties. A copy will be given to all participants and placed in the student's file and given to the Director of the School of Social Work.
 - The plan will be monitored and reviewed by the individual designated by the Committee and assessed for progress and completion of requirements.
 - If the student does not successfully meet the requirements specified in the plan, the student will be dismissed from the program. The student will be notified of this dismissal in writing by the Director of the School.
7. If satisfaction is not achieved at this level, the student may file a formal, written appeal to the Associate Dean of Academic Affairs of the Robert Stempel College of Public Health & Social Work. The complaint must be filed within ten (10) working days of the date the student received the written notification of the Director's decision.

B. Professional Misconduct Procedures

A student, client, supervisor, field instructor, colleague, or faculty member who observes or has knowledge of any of the above professional performance issues or any other behaviors which appear to interfere with professional social work education or practice and/or violate

the principles of the School's ethical community, may bring the issues to the attention of the Director of the School of Social Work.

For all professional performance issues:

1. The Director will review the issue and may refer it to the Chairperson of the Student Review and Termination Committee for initiation of a Student Review and Termination Committee meeting.
2. The Student Review and Termination Committee will arrange for a meeting with the student to address the issue within ten (10) working days of notice by the Director.
3. Members of the faculty involved with the identified issue may be required to meet with the Student Review and Termination Committee.
4. The student may choose to bring a personal advocate (not legal representation) to this meeting provided the student notifies the Committee within five (5) working days prior to the meeting of the name of the advocate, and the role to be served by the advocate at the meeting. The student may confer with their personal advocate or advisor, verbally or in writing, during the Student Review and Termination Committee meeting but the advocate may not speak for the student or represent the student to the committee. Staff or faculty of the School of Social Work may not serve as the advocate.
5. The Student Review and Termination Committee meeting will convene, and present written recommendations based upon their findings to the Director of the School within five (5) working days of this meeting.
6. Written notification of the Director's decision will be sent to the student within five (5) working days of receipt of the recommendations of the Student Review and Termination Committee. Possible actions by the Director include:
 - A determination that the matter warrants termination from the Program;
 - Referral of the matter to the MSW Program Coordinator or the Coordinator of Field Education (MSW Field) to create with the student a plan for remediation of the problem. Rules governing remediation plans include:
 - A timeline will be developed for completion of the plan.
 - The agreed upon plan will be put into written form and signed by all parties. A copy will be given to all participants and placed in the student's file and given to the Director of the School of Social Work.
 - The plan will be monitored and reviewed by the individual designated by the Committee and assessed for progress and completion of requirements.
 - If the student does not successfully meet the requirements specified in the plan, the student will be dismissed from the program. The student will be notified of this dismissal in writing by the Director of the School.
7. If satisfaction is not achieved at this level, the student may file a formal, written appeal to the Associate Dean of Academic Affairs of the Robert Stempel College of Public Health & Social Work. The complaint must be filed within ten (10) working days of the date the student received the written notification of the Director's decision.

*** If the matter has occurred in the field, please refer to the MSW Field Manual's Problem-Solving in Field Placement and follow the steps for Field Instructor Identifies a Concern. ***

C. Student Review & Termination Committee Membership

The membership of the Student Review and Termination Committee is determined by the Director of the School of Social Work using the following guidelines:

1. The Associate Director or designee will serve as the chair of the Committee.
2. A Coordinator of Field Education or designee and a member of the Field Advisory Committee or an agency field instructor will serve on the Committee if a field practicum issue is brought to the Committee.
3. A student representative from the School of Social Work in the MSW program will serve on the Committee.
4. A faculty member from the School of Social Work will serve on the Committee.

D. Reinstatement After Termination

A student whose enrollment in a degree program has been terminated because of a recommendation by a Student Review and Termination Committee may request reinstatement in the degree program. The request must be initiated at least one year after the student's termination from the program. To request reinstatement, the student should write a letter to the Director of the School of Social Work, indicating (1) when the student was terminated, (2) the reason(s) for the termination, and (3) the reason(s) why the student believes that they should be reinstated to the degree program. The Director will review the request and if at least one year has passed since the student was terminated, refer the request for reinstatement to the MSW Program Coordinator, who will appoint a Reinstatement Committee to consider the student's request for reinstatement.

The composition of the Reinstatement Committee will be the same as the composition of a Student Review and Termination Committee outlined above. Within ten (10) working days of receiving notice from the Director, the Reinstatement Committee will meet with the student, following the procedures for the Student Review and Termination Committees above. The Committee can recommend reinstatement to the degree program, with or without a remediation plan, or the Committee can deny reinstatement. The Committee will base its recommendation on (1) the student's understanding of the reasons for their termination from the program, (2) the steps the student has taken to remediate the problem(s) that resulted in termination, and (3) the Committee's judgment of the student's potential for completing the degree program. Within five (5) working days after the meeting with the student, the committee will make a recommendation to the Director, who may accept or reject the recommendation of the Committee.

The Director's decision may be appealed as outlined in the Professional Misconduct Procedure Process above (#7).

XV. ACADEMIC AND PROFESSIONAL GRIEVANCE PROCEDURES (DUE PROCESS PROCEDURES)

A. Academic Grievances

The Program's definition of academic grievances follows that of the University. The procedure, similarly, follows the model of the University. The University Academic Grievances Procedure is below or in the [Graduate Program Manual](#).

1. Informal Academic Grievance Procedure

- Graduate students must attempt to resolve informally an academic grievance as soon as possible. A student must initiate informal resolution procedures by contacting the professor (or administrator as the instructor of record) no later than ten (10) business days* after classes begin in the semester following that in which the complaint arose or the grievance will be deemed untimely. The student must first attempt to resolve the academic grievance through an informal meeting with the professor.
- If the matter cannot be resolved, or if the professor cannot be reached, the student must meet next with the department chair. If the student's grievance is against a committee, the student must meet with the committee chairperson.
- If the matter cannot be resolved, the student must meet next with the department chair. The informal grievance process is terminated at the department level except when the department chair is the subject of the complaint in which case the grievance continues to the college or school dean. A mutually agreeable resolution shall be formalized through a notation in the student's file/record which is initialed by the student and the professor or college or school dean.

2. Formal Academic Grievance Procedure

- The academic grievance procedure within the Office of the Faculty Fellow for Academic Integrity is initiated by filing a written complaint with the Faculty Fellow for Academic Integrity or designee. The complaint must be filed within fifteen (15) business days* of the date the informal resolution process ends, or within twenty (20) business days* after classes begin in the semester following that in which the complaint arose – whichever is later.
- After receipt, the Faculty Fellow for Academic Integrity or designee, in consultation with the chairperson of the Graduate Student Academic Grievance Committee, will review the complaint to determine whether it falls within the scope of this policy and whether a formal hearing is warranted. When there are disputed issues of material fact which must be determined, a formal hearing is warranted.
- If the complaint does not fall within the scope of this policy, then the student shall be so notified in writing.

B. Graduate Student Academic Grievance Committee

Where a complaint falls within the scope of this policy and there are disputed issues of material fact to be determined, the Faculty Fellow for Academic Integrity will refer the matter to the Graduate Student Academic Grievance Committee. The Grievance Committee will be composed of five members, two of whom should be graduate students selected by the Faculty Fellow for Academic Integrity from a list of names supplied by the President of the Graduate Student Association (GSA) and/or deans of other colleges and schools. The other members of the Committee shall be three graduate faculty. They will be selected from lists supplied by deans of other colleges and schools and/or the Faculty Senate. The faculty members of the Committee will include two faculty from academic units outside of the school/college where the student is enrolled and where the grievance has been filed. The Chairperson of the Committee will be jointly selected by the Faculty Fellow for Academic Integrity and the Chairperson of the Faculty Senate.

C. Procedure of Policy

A hearing shall be scheduled as soon as possible but no later than 45 business days* after receipt of the grievance. The grieving party and the professor shall be notified by the Faculty Fellow for Academic Integrity in writing, of the date and time in which to appear for the formal hearing. The hearing shall be conducted with such formality as is necessary to ensure the proceeding is fair and in a manner that allows both sides of the dispute to be presented. The hearing shall be recorded. At the conclusion of the hearing, the members of the Committee shall have the opportunity to deliberate outside the presence of the parties. A written report including findings of facts, conclusions and recommendations shall be prepared and forwarded to the Faculty Fellow for Academic Integrity. The Faculty Fellow for Academic Integrity shall issue a written decision within fifteen (15) business days* of receipt of the Committee's report. The student and the professor will be sent copies of the Fellow's determination by mail.

D. Appeals

Any decision of the Faculty Fellow for Academic Integrity may be appealed by either the grieving student or the professor where there is evidence that a significant impropriety occurred in the review process. The appeal must be in writing, specify in detail the alleged procedural impropriety, and must be filed in the Office of the Provost within ten (10) business days*, of the date of receipt of the Fellow's decision. The Provost or a designee shall review the appeal and the record of the formal hearing and issue a decision within twenty (20) business days*. The decision of the Office of the Provost is final.

* "Business Day" is defined as day when university administrative offices are open.

For any academic grievances that do not fall under the University's policy, students may refer to the grievance procedure for professional conduct grievances.

E. Professional Performance Grievances

Any student grievances that do not fall under the University's definition and policy for academic grievances can be addressed through the following professional grievances policy of the School of Social Work:

1. Graduate students must attempt to resolve informally a professional grievance as soon as possible. A student must initiate informal resolution procedures by contacting the instructor, committee chairperson, or Director of the School with whom there is a complaint no later than ten (10) business days after classes begin in the semester following that in which the complaint arose, or the grievance will be deemed untimely. The student must first attempt to resolve the grievance through an informal meeting with the instructor, committee chairperson, or administrator. If the matter is resolved through that meeting, no further steps need occur.
2. If the matter cannot be resolved, or if the person with whom there is a complaint cannot be reached, the student may make a written appeal to the School's Director within ten (10) days of the failure to resolve the matter informally. Complaints against the School Director should go to step #7. The written appeal should include a description of the nature of the issue and a summary of previous resolution efforts. The Director of the School will meet with the student and faculty member in an

- attempt to resolve the grievance. Possible actions by the Director may include but are not limited to:
- a. Referral of the appeal to a designated Student Review and Termination Committee by notifying the Chairperson of the Student Review and Termination Committee.
 - b. Upholding the decision of the faculty member (student may appeal this decision by progressing to step #7).
3. If the Director refers the appeal to a Student Review and Termination Committee, the Committee will arrange for a meeting with the student to address the appeal within ten (10) working days of notice by the Director. Members of the faculty involved with the identified issue may be requested to meet with the Student Review and Termination Committee.
 4. The student may choose to bring a personal advocate or advisor (not legal representation) to this meeting provided the student notifies the Committee within five (5) working days prior to the meeting of the name of the advocate, and the role to be served by the advocate at the meeting. The student may confer with their personal advocate or advisor, orally or in writing, during the Student Review and Termination Committee meeting but their personal advocate or advisor may not speak for the student or represent the student to the Committee. Staff or faculty of the School of Social Work may not serve as the advocate.
 5. The Student Review and Termination Committee meeting will convene and present written recommendations based upon their findings to the Director of the School of Social Work within five (5) working days of the meeting.
 6. Written notification of the Director's decision will be sent to the student within ten (10) working days of receipt of the recommendations of the Student Review and Termination Committee. Possible actions by the Director may include but are not limited to:
 - a. Upholding the decision,
 - b. Remediation of the problem.
 7. If satisfaction is not achieved at this level or the complaint was against the School Director, the student may file a written appeal to the Associate Dean of Academic Affairs of the College. The complaint must be filed within ten (10) working days of the date the student received the written notification of the Director's decision.

For grievances related to the field practicum, students should follow the Problem-Solving in Field Placement in the [MSW Field Education Manual](#). If the problem remains unresolved, students should refer to #2 above.

Students are encouraged to become thoroughly familiar with their rights & responsibilities within the University by reviewing the [FIU Student Handbook](#) and related websites.

F. Graduate Appeal of Academic Dismissal

A graduate student on probation whose cumulative and semester GPA's fall below a 3.0 will be automatically dismissed from his or her program and the University. The designation will be notated on the transcript. A graduate student will not be dismissed prior to attempting a minimum of 12 hours of coursework as a graduate student. The student has ten working days

to appeal the dismissal decision. This appeal must be made in writing to the Dean of the University Graduate School. To appeal, a Petition for Exception to Graduate Requirements must be completed. The petition is an online process which is initiated by the academic unit in which you were pursuing your degree. Should you wish to initiate this appeal, you must contact your academic unit. The dismissal from the University is for a minimum of one year and prohibits students from registering for any courses. After one year, the student may apply for readmission to the University in the same or a different program, or register as a nondegree-seeking student if applicable. Dismissed students who are readmitted or who register as non-degree-seeking students are placed on academic probation. (*Graduate University Catalog 2023-2024*, p. 43)

XVI. GRADUATION REQUIREMENTS

The Master of Social Work program is a 60-semester hour program composed of 30 semester hours of generalist courses followed by 30 semester hours of specialization courses in the second year. The Master of Social Work for students with Advanced Standing Status is composed of 33 semester hours of specialization courses.

An overall GPA of 3.0 is required for graduation. Any required course in which a student receives a grade lower than 'B' must be retaken. (A grade of 'B-' is not acceptable.) However, a grade of 'B-' in an elective does not have to be retaken. A passing grade in field practicum courses is required for continuation in the program. Field courses cannot be repeated. Students in the MSW program who fail a required social work course (a 'B-' or lower) three (3) times may not take the course again and will be automatically dismissed from the program. Students must also pass the Capstone prior to graduation.

XVII. OUTCOME MEASURES

To provide a comprehensive and continuous program assessment, the School has adopted an assessment model with a focus on student learning outcomes directly linked to the competencies and behaviors. A student exit survey is also used for feedback regarding the program but is not part of the outcome measures reported to CSWE.

A. Generalist 1st Year

1. Field Instructor Evaluation of Student

The final evaluation for SOW 5532 (Field Practicum I) is used as one of the two outcome measures for the 9 competencies and the 20 generalist behaviors.

2. Embedded Assignments

Specific course assignments from SOW 5324 (Theory and Practice with Groups) and SOW 5344 (Theory and Practice with Communities and Organizations) are used as outcome measures for the required competencies and behaviors.

- a. SOW 5324: The group proposal assignment provides outcome measures for working with individuals, families, and groups.
- b. SOW 5344: The grant proposal assignment provides outcome measures for working with communities and organizations.

B. Specialist 2nd Year

1. Field Instructor Evaluation of Student

The final evaluation for SOW 6534 (Field Practicum III) is used as one of the two outcome measures for the 9 competencies and the 29 advanced clinical behaviors.

2. Capstone Presentation

The Capstone Presentation is a field practicum related learning experience designed to assist the student to critically analyze, synthesize, and apply the knowledge and skills of advanced clinical social work to a case situation. The Capstone is evaluated by a panel of three (two faculty and one field instructor) who utilize an assessment rubric to score the Capstone based on the nine (9) competencies

Please see [Capstone Guidelines](#) for more information and the assessment rubric.

XVIII. STUDENT INPUT AND PARTICIPATION

A. Policy for Implicit and Explicit Curriculum

1. Implicit Curriculum

Students are encouraged to provide input and participate in the graduate learning program environment through a variety of accessible formal and informal mechanisms, including serving as student representatives on committees and engaging in surveys, feedback sessions, and student groups.

Students can provide input and participate in the learning and program environment through a variety of mechanisms that allow for equitable and inclusive opportunities. They can serve as a representative on the Diversity, Equity, Inclusion, and Justice Committee (at least one MSW student); the Student Review and Termination Committee (one MSW student representative); and/or provide feedback via climate surveys, town halls, and exit surveys. Students can also provide feedback on the learning and program environment to faculty advisors for the student peer groups and organizations, which include Black Social Work Student Voices, LGBTQIA+ Social Work Pride Student Group, Herman@s Student Peer Group, Social Work Community Group, Student Social Work Association, and the Phi Alpha Social Work Honor Society. This feedback is then shared with the larger faculty and administration.

2. Explicit Curriculum

The MSW program encourages students to provide input and participate in the design and delivery of its formal education – including curriculum design, course offerings, course content, and field education – through a diversity of accessible opportunities, including serving as the MSW student representative on various committees including sequence committees and field advisory committees and participating in surveys, feedback sessions, and student groups.

Students can provide input and participate in the design and delivery of the program's formal education – including curriculum design, course offerings, course content, and field education- through a variety of mechanisms that allow for equitable and inclusive opportunities. They can serve as a representative on the Field Advisory committee (at

least one MSW student) and the Diversity, Equity, Inclusion, and Justice Committee (at least one MSW student). Students can provide feedback through periodic town halls, student exit surveys, and the Office of Field Education's First Friday Field virtual open sessions. Through student peer group and organization discussions with faculty and academic advisors, students can also provide feedback on the program's formal education. These groups include the Black Social Work Student Voices, the LGBTQIA+ Social Work Pride Student Group, Herman@s Student Peer Group, Social Work Community Group, Student Social Work Association, and the Phi Alpha Social Work Honor Society. This feedback is then shared with the larger faculty and administration.

B. Student Organization

Social work students are encouraged to participate in the various university organizations. The Student Social Work Association (S.S.W.A.) is the organization open to all social work students. SSWA members participate in university events, co-sponsor community service events with Phi Alpha Honor Society and represent all social work students through participation in the school's curriculum committee and at school's faculty meetings.

Phi Alpha Honor Society (Delta Iota Chapter) is a chapter of the National Phi Alpha Honor Society for social work. Graduate Students are eligible to apply for membership after they have met the following criteria: completed at least (9) credit hours of social work courses, maintain a 3.5 overall GPA, and are a member of S.S.W.A. and earn at least 7 service points per semester (two semester minimum). Active membership at the time of graduation will allow the student to purchase a stole and medallion for graduation. Membership applications and information are available in the School's office. Information can also be obtained from the School's website. The two organizations work closely together in all activities and both of the organizations hold meetings together on the same day.

C. Peer Groups

The School offers peer support opportunities for all social work students. The following groups are active:

- The Social Work Student Community Group (contact Prof. Victoria Gray at vgray@fiu.edu)
- Black Social Work Student Voices Group (contact Dr. Courtney Wilson at couwilso@fiu.edu)
- LGBTQIA+ Peer Group (contact Prof. Jennifer Abeloff at abeloffj@fiu.edu)
- Herman@s Peer Group for Hispanic/Latinx Students (contact Prof. Victoria Gray at vgray@fiu.edu)

XIX. RESOURCES

A. Disability Services

The School of Social Work complies with the Americans with Disabilities Act, the 1973 Rehabilitation Act, Section 504, and the Florida Equity Act in providing auxiliary aids and services to people with disabilities. The School of Social Work is dedicated to providing the highest quality of education to all students and will provide accommodations needed for special access for persons with disabilities.

FIU's Disability Resource Center (DRC) collaborates with students, faculty, staff, and community members to create diverse learning environments that are usable, equitable, inclusive, and sustainable. The DRC provides FIU students with disabilities the necessary support to successfully complete their education and participate in activities available to all students. If a student has a diagnosed disability and plans to utilize academic accommodations, they should contact the DRC at 305-348-3532 Modesto Maidique Campus (MMC) or at 305-919-5345 Biscayne Bay Campus (BBC) to schedule an appointment. More information is available at the [DRC website](#).

B. Financial Assistance

At Stempel College, it is understood that academic success can be affected by financial aid and funding opportunities. Students have access to myriad funding options by degree level (bachelor's, master's, doctoral) and by academic discipline (Public Health, Dietetics & Nutrition, Social Work, and Disaster Management). Stempel College and the Office of Student & Alumni Affairs is committed to helping its students. Whether that be helping brainstorm funding sources, providing feedback on scholarship materials, or having someone to talk to, the Office of Student & Alumni Affairs is here to help. The Office of Student & Alumni Affairs is located in AHC5-145, or questions can be directed to Irene Abad (iabad@fiu.edu).

All students seeking financial assistance must complete a Free Application for Federal Student Aid (FAFSA) by the appropriate deadline. Additional information about financial aid, student loans, or college work-study can be obtained from the [Office of Financial Aid](#).

C. Libraries

The University has [libraries](#) at both MMC and BBC, as well as full access to databases, books, and journals online.

D. Career/Graduate Study Planning

Stempel College has a career counselor in the College to provide a variety of resources including assistance with resumes and interviewing skills. To access those services, please contact Isabel Capella at icapella@fiu.edu or 305-348-2264.

FIU Career Services maintains job openings through [Handshake](#). The College's Office of Student and Alumni Affairs also provides information about job openings in the weekly e-newsletter.

The NASW NEWS, published by the National Association of Social Workers, usually includes advertisements about job openings in various parts of the country. Students are encouraged to join NASW.

E. Health/Mental Health Services

The University offers the following mental and physical health resources at the MMC available to all active FIU students:

Physical Health

[Blue and Gold Clinics](#)

Student Health Center (SHC)
Monday – Friday: 8:00 AM – 5:00 PM
305-348-8385

[Food Pantry](#)

Graham Center (GC). 3rd Floor, 319
Monday, Wednesday, and Thursday:
12:30 PM – 5:00 PM
Tuesday: 12:30 PM – 5:30 PM
Friday: 11:00 AM – 2:00 PM
305-348-6995 or 305-348-3204
pantry@fiu.edu

Mental Health

[CAPS \(Counseling & Psychological Services\)](#)

Student Health Center (SHC) 270
Monday – Friday: 8:00 AM – 5:00 PM
305-348-2277 (CAPS)

[Victim Empowerment Program \(VEP\)](#)

Student Health Center (SHC) 270
Monday – Friday: 8:30 AM – 5PM
305-348-2277
advocacy@fiu.edu

XX. APPENDIX A: SOCIAL WORK STUDENT CONTRACT

ROBERT STEMPEL COLLEGE OF PUBLIC HEALTH AND SOCIAL WORK FLORIDA INTERNATIONAL UNIVERSITY SCHOOL OF SOCIAL WORK

SOCIAL WORK STUDENT CONTRACT

As a social work student, I agree:

1. To adhere to the mission of the social work profession that is rooted in a set of core values including:
 - Service to others,
 - Promotion of social, economic, racial, and environmental justice,
 - Respect for the dignity and worth of all persons,
 - Recognition of the central importance of human relationships,
 - Behavior reflecting trustworthiness, and
 - Development and enhancement of professional competence and expertise.
2. To understand and adhere to the [Code of Ethics of the National Association of Social Workers](#).
3. To be actively involved in professional social work development through assessment of my academic and personal aptitude and performance.
4. To learn and demonstrate the skills, abilities, and knowledge of the nine competencies set forth by the [Council on Social Work Education \(CSWE EPAS, 2022\)](#) in classes and fieldwork:
 - Demonstrate ethical and professional behavior;
 - Advance human rights and social, racial, economic, and environmental justice;
 - Engage anti-racism, diversity, equity, and inclusion (A DEI) in practice;
 - Engage in practice-informed research and research-informed practice;
 - Engage in policy practice;
 - Engage with individuals, families, groups, organizations, and communities;
 - Assess individuals, families, groups, organizations, and communities;
 - Intervene with individuals, families, groups, organizations, and communities;
 - Evaluate practice with individuals, families, groups, organizations, and communities.
5. To be inclusive and respectful of individual diversity, including differences and intersectional ties of “age, caste, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, generational status, immigration status, legal status, marital status, political ideology, race, nationality, religion and spirituality, sex, sexual orientation, and tribal sovereign status” (CSWE, 2022).

I understand that if my professional development is not deemed satisfactory by social work faculty and/or myself, either party has the right and responsibility to request reassessment of my suitability for entry into the social work profession.

Print Name

Signature

Panther ID

Academic Level (**BSSW** or **MSW**)

Date

XXI. APPENDIX B: PROGRAM PLAN

All new students are required to see the social work advisor before registering for classes. For course descriptions, see [University Catalog](#).

A. Master of Social Work – 60 Credit

GENERALIST YEAR - BLOCK I	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 5105 - Human Behavior and the Social Environment I (3cr)	Pre-req: BSC 2023 - Human Biology (Acceptable substitutions: BSC 1005, BSC 1010, BSC 2010, BSC 2085, BSC 2086, PCB 2099)
SOW 5235 - Social Welfare Policy and Services I (3cr)	None
SOW 5342 - Social Work Practice with Individuals and Families (3cr)	Co-req: SOW 5379L - Interviewing Skills Lab Pre/Co: SOW 5105 - Human Behavior and the Social Environment I
SOW 5379L - Interviewing Skills Lab (3cr)	Co-req: SOW 5342 - Social Work Practice with Individuals and Families
SOW 5404 - Social Work Research Methodology (3cr)	Pre-req: STA 20122 or STA 2023 - Statistics

GENERALIST YEAR - BLOCK II	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 5344 - Theory and Practice with Communities & Organizations (3cr)	None
SOW 5629 - Social Work Practice with Diverse Populations (3cr)	Pre-req: SOW 5342 - Social Work Practice with Individuals & Families
SOW 5324 - Theory and Practice with Groups (3cr)	Pre-req: SOW 5342 - Social Work Practice with Individuals and Families Co-req: SOW 5532 - Field Practicum I
SOW 5532 - Field Practicum I/MSW I* (3cr) *Clinical Fee - \$100	Pre-req: Block I Co-req: SOW 5324 - Theory & Practice with Groups Pre/Co: SOW 5344 - Social Work Practice with Communities & Organizations; SOW 5629 - Social Work Practice with Diverse Populations

When applying to MSW I Practicum, students must meet the following requirements: (1) Minimum GPA of 3.00 (2) Completion of all pre-req courses with final grade of 'B' or better, and (3) Proven Readiness. Please see advisor for clarification, as no exemptions are allowed.

CAN BE TAKEN AT ANYTIME DURING THE PROGRAM
SOW XXX – Clinical Social Work Elective (3cr) SOW XXX – Clinical Social Work Elective (3cr) PHC 6500 – Foundations of Public Health Practice (3cr) Total Credits: 9

SPECIALIZATION YEAR/ADVANCED CLINICAL PRACTICE - BLOCK III	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 6125 - Human Behavior and the Social Environment II - Psychopathology (3cr)	Pre-req: All Generalist Year Courses
SOW 6236 - Social Welfare Policy and Services II (3cr)	Pre-req: All Generalist Year Courses
SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr)	Pre-req: All Generalist Year Courses
SOW 6425 - Clinical Assessment and Intervention Planning (3cr)	Pre-req: All Generalist Year Courses Co-req: SOW 6533 - Field Practicum II
SOW 6533 - Field Practicum II/MSW II* (3cr)	Pre-req: All Generalist Year Courses Co-req: SOW 6425 - Clinical Assessment and Intervention Planning Pre/Co: SOW 6125 - Human Behavior and the Social Environment II, SOW 6236 - Social Welfare Policy and Services II, SOW 6435 - Evaluating Empirically Based Social Work Practice
*Clinical Fee - \$100	

When applying to MSW II Practicum, students must meet the following requirements: (1) Minimum GPA of 3.00 (2) Completion of all pre-req courses with final grade of ‘B’ or better, and (3) Proven Readiness. Please see advisor for clarification, as no exemption are allowed.

<u>Practicum Application Deadlines</u>		
Fall - May 5 th	Summer - January 5 th	Spring - September 5 th

SPECIALIZATION YEAR/ADVANCED CLINICAL PRACTICE - BLOCK IV	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 6351 - Clinical Intervention in Couple & Family Social Work Practice (3cr)	Pre-req: Block III Co-req: SOW 6534 - Field Practicum III
SOW 6534 - Field Practicum III/MSW III **(6cr)	Pre-req: Block III Co-req: SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice
** Clinical Fee - \$200	

1. Full Time Students: Fall and Spring Admit

60 CREDITS, FULL TIME: FALL ADMIT		
Year 1		
Semester	Courses	Credits
Fall	SOW 5105 - Human Behavior and the Social Environment I (3cr) SOW 5235 - Social Welfare Policy and Services I (3cr) SOW 5342 - Social Work Practice with Individuals and Families (3cr) SOW 5379L - Interviewing Skills Lab (3cr) SOW 5404 - Social Work Research Methodology (3cr)	15
Spring	SOW 5344 - Theory and Practice with Communities & Organizations (3cr) SOW 5629 - Social Work Practice with Diverse Populations (3cr) SOW 5324 - Theory and Practice with Groups (3cr) SOW 5532 - Field Practicum I/MSW I (3cr)	12
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr)	9
Year 2		
Semester	Courses	Credits
Fall	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	15
Spring	SOW 6351 - Clinical Intervention in Couple & Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

60 CREDITS, FULL TIME: SPRING ADMIT		
Year 1		
Semester	Courses	Credits
Spring	SOW 5105 - Human Behavior and the Social Environment I (3cr) SOW 5235 - Social Welfare Policy and Services I (3cr) SOW 5342 - Social Work Practice with Individuals and Families (3cr) SOW 5379L - Interviewing Skills Lab (3cr) SOW 5404 - Social Work Research Methodology (3cr)	15
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr)	9
Fall	SOW 5344 - Theory and Practice with Communities & Organizations (3cr) SOW 5629 - Social Work Practice with Diverse Populations (3cr) SOW 5324 - Theory and Practice with Groups (3cr) SOW 5532 - Field Practicum I/MSW I (3cr)	12
Year 2		
Semester	Courses	Credits
Fall	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	15
Spring	SOW 6351 - Clinical Intervention in Couple & Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

2. Part Time Students: Fall and Spring Admit

60 CREDITS, PART TIME: FALL ADMIT		
Year 1		
Semester	Courses	Credits
Fall	SOW 5105 - Human Behavior and the Social Environment I (3cr) SOW 5235 - Social Welfare Policy and Services I (3cr)	6
Spring	SOW 5342 - Social Work Practice with Individuals and Families (3cr) SOW 5379L - Interviewing Skills Lab (3cr)	6
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr)	6
Year 2		
Semester	Courses	Credits
Fall	SOW 5404 - Social Work Research Methodology (3cr) SOW 5344 - Theory and Practice with Communities & Organizations (3cr) SOW 5629 - Social Work Practice with Diverse Populations (3cr)	9
Spring	SOW 5324 - Theory and Practice with Groups (3cr) SOW 5532 - Field Practicum I/MSW I (3cr)	6
Summer	PHC 6500 - Foundations of Public Health Practice (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) ----- OR ----- SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr)	6
Year 3		
Semester	Courses	Credits
Fall	SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) ----- OR ----- SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr)	6
Spring	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	6
Summer	SOW 6351 - Clinical Intervention in Couple & Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

60 CREDITS, PART TIME: SPRING ADMIT		
Year 1		
Semester	Courses	Credits
Spring	SOW 5105 - Human Behavior and the Social Environment I (3cr) SOW 5235 - Social Welfare Policy and Services I (3cr)	6
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr)	6
Fall	SOW 5342 - Social Work Practice with Individuals and Families (3cr) SOW 5379L - Interviewing Skills Lab (3cr)	6
Year 2		
Semester	Courses	Credits
Spring	SOW 5404 - Social Work Research Methodology (3cr) SOW 5344 - Theory and Practice with Communities & Organizations (3cr) SOW 5629 - Social Work Practice with Diverse Populations (3cr)	9
Summer	PHC 6500 - Foundations of Public Health Practice (3cr)	3
Fall	SOW 5324 - Theory and Practice with Groups (3cr) SOW 5532 - Field Practicum I/MSW I (3cr)	6
Year 3		
Semester	Courses	Credits
Spring	SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr)	9
Summer	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	6
Fall	SOW 6351 - Clinical Intervention in Couple & Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

B. Master of Social Work – Advanced Standing (33 Credits) with BSSW/BSW

SPECIALIZATION YEAR/ADVANCED CLINICAL PRACTICE - BLOCK I	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 6125 - Human Behavior and the Social Environment II - Psychopathology (3cr)	Pre-req: Advanced Standing status
SOW 6236 - Social Welfare Policy and Services II (3cr)	Pre-req: Advanced Standing status
SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr)	Pre-req: Advanced Standing status
SOW 6425 - Clinical Assessment and Intervention Planning (3cr)	Pre-req: Advanced Standing status Co-req: SOW 6533 - Field Practicum II
SOW 6533 - Field Practicum II/MSW II* (3cr)	Pre-req: Advanced Standing status Co-req: SOW 6425 - Clinical Assessment and Intervention Planning Pre/Co: SOW 6125 - Human Behavior and the Social Environment II, SOW 6236 - Social Welfare Policy and Services II, SOW 6435 - Evaluating Empirically Based Social Work Practice
*Clinical Fee - \$100	

When applying to MSW II Practicum, students must meet the following requirements: (1) Minimum GPA of 3.00 (2) Completion of all pre-req courses with final grade of ‘B’ or better, and (3) Proven Readiness. Please see advisor for clarification, as no exemption are allowed.

<u>Practicum Application Deadlines</u>		
Fall - May 5 th	Summer - January 5 th	Spring - September 5 th

SPECIALIZATION YEAR/ADVANCED CLINICAL PRACTICE - BLOCK II	
COURSE	PRE-REQUISITES AND/OR CO-REQUISITE
SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr)	Pre: Block III Co: SOW 6534 - Field Practicum III
SOW 6534 - Field Practicum III/MSW III ** (6cr)	Pre: Block III Co: SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice
** Clinical Fee - \$200	

CAN BE TAKEN AT ANYTIME DURING THE PROGRAM
SOW XXX – Clinical Social Work Elective (3cr) SOW XXX – Clinical Social Work Elective (3cr) PHC 6500 – Foundations of Public Health Practice (3cr) Total Credits: 9

Note: Admitted advanced standing students with BSSW/BSW grades lower than a ‘B’ will be required to complete the equivalent graduate courses in the first term of the MSW program. The course equivalencies are as followed:

COURSE EQUIVALENCE	
BSSW FINAL GRADE ‘B-’ OR LESS IN:	MUST RETAKE MSW EQUIVALENT:
SOW 3113 - The Social Environment and Human Behavior I SOW 3100 - The Social Environment and Human Behavior II	SOW 5105 - Human Behavior and the Social Environment I
SOW 3232 - Social Welfare Policy & Services I SOW 3233 - Social Welfare Policy & Services II	SOW 5235 - Social Welfare Policy and Services I
SOW 3203 - Introduction to Social Work	SOW 5342 - Social Work Practice with Individuals and Families
SOW 3313 - Social Work Practice with Families and Individuals	SOW 5342 - Social Work Practice with Individuals and Families
SOW 3350 - Interviewing Techniques Lab	SOW 5379L - Interviewing Skills Lab
SOW 3403 - Social Work Research	SOW 5404 - Social Work Research Methodology
SOW 3620 - Social Work and Human Diversity	SOW 5629 - Social Work Practice with Diverse Populations
SOW 4322 - Social Work Practice with Groups	SOW 5324 - Theory and Practice with Groups
SOW 4332 - Social Work Practice with Communities and Organizations	SOW 5344 - Theory and Practice with Communities and Organizations

1. Full Time Students: Fall, Spring, and Summer Admit

33 CREDITS, FULL TIME: FALL ADMIT		
Year 1		
Semester	Courses	Credits
Fall	SOW 6125 - Human Behavior and the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	15
Spring	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	18*
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

*Credits can be lightened by adding a summer semester

33 CREDITS, FULL TIME: SPRING ADMIT		
Year 1		
Semester	Courses	Credits
Spring	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II* (3cr)	15
Summer	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9**
Fall	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

**Max credits for summer semester

33 CREDITS, FULL TIME: SUMMER ADMIT		
Year 1		
Semester	Courses	Credits
Summer	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr) SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr)	9
Fall	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr)	12
Spring	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	12
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

2. Part Time Students: Fall, Spring, Summer Admit

33 CREDITS, PART TIME: FALL ADMIT		
Year 1		
Semester	Courses	Credits
Fall	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr)	6
Spring	SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	6
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr)	6
Year 2		
Semester	Courses	Credits
Fall	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	6
Spring	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

33 CREDITS, PART TIME: SPRING ADMIT		
Year 1		
Semester	Courses	Credits
Spring	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr)	6
Summer	SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) SOW XXXX - Social Work Clinical Practice Elective (3cr)	6
Fall	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	6
Year 2		
Semester	Courses	Credits
Spring	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Summer	SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	6
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

33 CREDITS, PART TIME: SUMMER ADMIT		
Year 1		
Semester	Courses	Credits
Summer	SOW 6125 - Human Behavior & the Social Environment II - Psychopathology (3cr) SOW 6236 - Social Welfare Policy and Services II (3cr)	6
Fall	SOW 6435 - Evaluating Empirically Based Social Work Practice (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	6
Spring	SOW 6425 - Clinical Assessment and Intervention Planning (3cr) SOW 6533 - Field Practicum II/MSW II (3cr)	6
Year 2		
Semester	Courses	Credits
Summer	SOW 6351 - Clinical Intervention in Couple and Family Social Work Practice (3cr) SOW 6534 - Field Practicum III/MSW III (6cr)	9
Fall	SOW XXXX - Social Work Clinical Practice Elective (3cr) PHC 6500 - Foundations of Public Health Practice (3cr) ----- OR ----- SOW XXXX - Social Work Clinical Practice Elective (3cr), <i>if student has taken Public Health in undergraduate</i>	6
Field Internship Hours Required		
MSW I Generalist	MSW I students complete 1 semester of 21.5 hours per week for 16 weeks (fall and spring). No placement summer semester.	
MSW II and MSW III Specialized/Clinical	MSW II students complete 2 consecutive semesters at the same agency of 18 hours per week for 16 weeks (fall and spring) and 24 hours per week for 12 weeks in the summer.	

XXII. APPENDIX C: CONTACT INFORMATION

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