

## Mid-Tennessee Collaborative MSW Program Application

### To the Applicant:

Thank you for your interest in this MSW program. This is one program that has three locations: Austin Peay State University, Middle Tennessee State University, and Tennessee State University. You will be asked to select your home campus. This is the location where you will register, pay tuition and fees, attend in-person classes, and receive your degree. Online classes may be taught by professors from your home campus or from the other two sites. Through your in-person classes, you will get to know your home campus cohort; through your online classes, you will become acquainted with those students who are in your same program, just at a different locale.

You must meet the following requirements to be eligible for regular program admission:

1. Graduation from an accredited college or university, with a bachelor's degree which includes coursework in the area of liberal arts
2. A cumulative GPA of 2.75 or higher
3. Completion of the Graduate Record Exam

You must meet the following requirements to be eligible for advanced standing admission:

1. Graduation from an accredited college or university, with a bachelor's degree in social work which is accredited by the Council on Social Work Education. There is no time limit on when the degree was received.
2. A cumulative GPA of 3.0 or higher.
3. Completion of the Graduate Record Exam.

*Enrollment is limited.*

*Applications will be accepted as of October 1, 2011. Review of complete applications, which includes all required supporting documentation, begins March 1, 2012. Once available admission slots are filled, additional applications will not be accepted.*

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

**The application process for this MSW program requires two steps:**

- (1) **Apply to the Graduate College of your home campus.** This application is completed online. Your transcripts and your GRE scores must be sent to the Graduate College. You can access your home campus Graduate College at:
  - Austin Peay State University <http://www.apsu.edu/cogs/>
  - Middle Tennessee State University <http://www.mtsu.edu/graduate/>
  - Tennessee State University <http://www.tnstate.edu/grad/>

- (2) **Apply to the MSW program of your home campus.** This application can be downloaded from the web site, completed, and returned by mail. You can submit your application beginning October 1, 2011. The application packet is available at
- Austin Peay State University Department of Social Work  
<http://www.apsu.edu/socialwork/>  
Mail the completed application to:  
APSU Department of Social Work, Box 4656, Clarksville, TN 37044
  - Middle Tennessee State University Department of Social Work  
<http://www.mtsu.edu/socialwork/>  
Mail the completed application to:  
MTSU Department of Social Work, MTSU Box 139, Murfreesboro, TN 37132
  - Tennessee State University Social Work Program <http://www.tnstate.edu/socialwork>  
Mail the completed application to:  
TSU Social Work Program, 3500 John A. Merritt Blvd, Box 9525, Nashville, TN 37209

### **Notification of Admission Status**

- (1) The Graduate College will determine whether you meet the minimum qualifications for admission to graduate studies and will notify the MSW Admissions Committee.
- (2) The MSW Admissions Committee will review those applications approved by the Graduate College as meeting minimum admission criteria, select the individuals for admission, and notify the Graduate College of the decision.
- (3) You must meet admissions requirements of both the Graduate College and the MSW program. You will be notified by mail regarding your admission status.

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



**Optional Information:**

Gender: \_\_\_Male \_\_\_Female

Ethnicity/Race: \_\_\_ African American \_\_\_Caucasian, not of Hispanic origin  
\_\_\_ Hispanic \_\_\_ Other: (specify:\_\_\_\_\_)  
\_\_\_ Asian

**Volunteer Experience:** List any volunteer social services work you have done, including service learning, internships, or field practicum.

Agency & Location	Duties	Dates/Hours completed
_____		
_____		
_____		
_____		

**Employment History:** List employment you have held in recent years.

Employer & Location	Job Title	Dates
_____		
_____		
_____		
_____		
_____		

Please list the name of the three references that will be submitted. These must be professional references. Relatives or personal friends cannot act as references. One reference must be from an undergraduate professor or a work supervisor. Instructions are included on the reference form.

1. _____ Name	_____ Capacity in which known
2. _____ Name	_____ Capacity in which known
3. _____ Name	_____ Capacity in which known

**Please attach an Essay responding to the following three items. The essay must be typed, double spaced, using Times New Roman font, with font size 12, one inch margins, and a maximum of 5 pages.**

1. Discuss significant factors influencing your decision to pursue a Master in Social Work degree. Your essay should include information regarding career goals and current and/or prior leadership experiences that will contribute to your success as a graduate student and in the social work profession. (1-2 pages)
2. Briefly describe a major social problem of great concern to you. Discuss key factors that you believe must be addressed in an effort to alleviate the problem; as well as opportunities and challenges likely to surface in seeking a solution. You may cite references. (2 pages)
3. If there is anything else you would like us to know as we consider your academic or work history, please describe. Include any honors, awards, scholarships (optional, maximum 1 page)

**Please respond to the following professional statements.**

I agree to abide by the National Association of Social Workers Code of Ethics in all interactions with faculty, colleagues, administrators, and field placement clients.

Yes       No

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

I acknowledge that I understand that if I have ever been convicted for any offense other than a minor traffic violation that it may prevent placement in some field practicum agencies.

Yes       No

I acknowledge that I understand that if I have ever been convicted for any offense other than a minor traffic violation that it may prevent social work licensure in some states.

Yes       No

I acknowledge that I understand that a MSW from a Council on Social Work Education accredited program is a requirement for advanced licensure, but it is not a guarantee of licensure. I understand that I am responsible for checking with the state in which I intend to practice for information on licensure.

Yes       No

**Please respond to the following program statements.**

I understand that full-time attendance is 12-15 credit hours per semester.

Yes       No

I understand that part-time attendance is 6 credit hours per semester.

Yes       No

I understand that I must follow the sequence of courses as outlined on the web site and in the MSW Student Handbook.

Yes       No

I understand that in order to change from full-time to part-time, or from part-time to full-time, that I must first have the permission of my advisor, that approval of the change will depend on the availability of student slots in the program, and that my course of study will be restricted by the sequence of courses.

Yes       No

**Please sign and date the application.**

Signature\_\_\_\_\_

Date\_\_\_\_\_

**Mid-Tennessee Collaborative MSW Program  
Letter of Reference for Applicants**

Name of Applicant \_\_\_\_\_

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

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

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

**Note to Reference:**

The above named is applying for admission to the Mid-Tennessee Collaborative MSW Program. The applicant has given your name as a person having knowledge of his or her potential for undertaking graduate study in social work. Please be candid in your assessment of the applicant. This reference should be mailed directly to the program with your signature on the seal of the envelope.

How long have you known the applicant? \_\_\_\_\_

In what capacity have you known the applicant? (Professor/Instructor; Supervisor; Field Instructor; Personal; Other)

\_\_\_\_\_

Please rate the applicant relative to other students, employees or people interested in social work whom you have known. Please indicate your evaluation by placing a "√" in the appropriate category.

Characteristics	Outstanding (top 5%)	Very Good (top 10%)	Good (top 25%)	Average (top 50%)	Below Average (lower 50%)	Not Observed
Academic Performance						
Intellectual ability						
Judgment						
Maturity						
Oral Skills						
Written Skills						
Ability to think critically						
Capacity for leadership						
Ability to work with others						
Organizational skills						
Positive attitude						

What do you consider as the applicant's positive qualities and limitations that would bear on his/her performance in a graduate program leading to a master's degree in social work?

(You may attach a letter.)

**Recommendation:**

- Highly recommend
- Recommend
- Recommend with reservation (please explain)
- Do not recommend (please explain)

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

Signature \_\_\_\_\_

Date \_\_\_\_\_

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

**Mail reference to home campus:**

\_\_\_Austin Peay State University, Department of Social Work, Box 4656, Clarksville, TN 37044

\_\_\_Middle Tennessee State University, Department of Social Work, MTSU Box 139, Murfreesboro, TN 37132

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