

**Instructions for Application to The College at Brockport
BSW Degree Program
(Social Work Major)
State University of New York College at Brockport**

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Instructions for Application to the BSW

RETURN DEADLINE: Applications accepted until class capacities are reached

PREFERRED REVIEW DATE: March 15, 2012

Admission to the BSW Program requires that the student submit a formal application. The application form is available online and in hard copy in the Social Work Department, Room 169, Albert W. Brown Building. To have an application form mailed to you, call 585-395-2324.

ELIGIBILITY:

Applicants must have completed a minimum of **54 semester credit hours** and have junior status by September following admission. **Pre-requisite courses included in the 54 hours include:**

Statistics: SOC 200 or PSH 202
Psychology: PSH 110
Sociology: SOC 100

Human Biology: BIO 281 or Anatomy/Physiology: BIO 221
or Biology of Aging: BIO 285

Applicants must have attained a minimum 2.5 overall GPA.

APPLICATION:

The application includes the items listed below. Please follow instructions carefully.

- The *Application for the Social Work Major* form:
Complete this form in its entirety.
- The *Recommendation* forms:
Complete the top portion of these forms. Three (e) recommendation forms will be required before your application can be reviewed. Two (2) of these should be from an academic reference; the other could be from a supervisor or work colleague.
- The *Checklist for Social Work Major Applicants* form:
This form is provided to help you keep track of required materials. Check that you have completed all parts of your application. Complete and submit this form with your application materials.

ADMISSION DECISIONS:

The BSW Admissions Committee reviews each application and makes one of three decisions:

1. Admission
2. Conditional/Provisional Admission
3. Denial of Admission

In some instances an interview may be scheduled to clarify or amplify parts of your application.

APPEALS PROCEDURE:

If you are not satisfied with the decision of the BSW Admissions Committee concerning your application, you have the right to appeal the decision to the Chair of the Department of Social Work. Appeals must be submitted in writing to the Chair within thirty (30) days of the date of the letter informing you of the Admissions Committee's decision. Timely appeals are important since students are not allowed to register for major required courses (except electives) if they are not official department majors.