



University
of Windsor

School of Social Work

MSW/JD Program

APPLICATION INSTRUCTIONS FOR APPLICANTS 2025-2026 ACADEMIC YEAR

There are two streams available for admission: The Regular Track stream is for those applicants who, at the time of registration, will hold a four-year related undergraduate degree from an accredited undergraduate program. Applicants who, at the time of registration, will hold a BSW degree from a Social Work program accredited by the Canadian Association of Social Work Education or the Council on Social Work Education will be eligible for the Advanced Standing stream. The application process is the same for either stream but please note the different deadline:

The MSW/JD Advanced Standing program is for three years, the MSW/JD Regular Track program is for four-years, **starting September 2025**. The **definitive MSW application DEADLINE for both streams is Wednesday, January 15, 2025**.

If you wish to be considered for admission to the MSW and JD program separately you must apply and submit completed application documents to each program. Documents will not be transferred between applications. Applicants who apply separately for the MSW and JD programs will receive separate notifications of their acceptance into the individual programs. Being accepted or rejected by the MSW and JD programs independently will not automatically ensure acceptance or rejection into the MSW/JD program.

Please check our [website](#) for the courses offered in the MSW program and for the program requirements. Please note that both streams are full-time, where students are expected to be available to attend all classes and field placement Monday through Friday.

Admission Requirements

To be considered for admission to the MSW/JD program, the School of Social Work requires applicants to have a grade point average of 73% or above, calculated based on the last two years of their qualifying Honours degree. Applicants also must have relevant work, volunteer, or practicum experience; excellent reference letters; and a strong personal statement.

At the time of application, applicants are required to provide evidence of successful completion of one undergraduate course in statistics and one undergraduate course in research methods, both of which must be related to social science. If an applicant has not completed one or both of the required courses at the time of application the applicant must submit a transcript or proof of enrolment in the required course(s), to the School of Social Work prior to March 1st. The research methods and statistics requirement **MUST** be satisfied prior to the start of the program.

The School of Social Work has provided a list of pre-approved research and statistics courses on our website. If your course(s) is not on the list you will need to provide a copy of your course syllabus which describes specific course content to the Graduate Secretary via email at gradsw@uwindsor.ca. The School of Social Work reserves the right to determine if the course(s) meet the criteria for the basic statistics and/or research methods prerequisites.

***NOTE:** If your research and/or statistics course are listed on the transcripts submitted with your application you **DO NOT** need to resubmit your transcripts.

Applicants who have been out of school for a period of time and wish to demonstrate academic ability beyond what is reflected by their academic transcripts are encouraged to write the Graduate Record Examination (GRE) general test and submit the results with their application. GRE results will not over-ride the GPA but will be considered as a supplement to the application.

Completing the Application

Please read all of the enclosed instructions carefully.

Incorrectly completing the application could lead to your application not being considered or a missed opportunity for a scholarship.

The application form must be TYPED, no handwritten documents will be accepted. Answer each question and enter N/A if a question is not applicable.

Once completed, please mail or hand deliver the Application to the Master of Social Work Program and all relevant documentation along with a cover letter that specifically indicates these documents are for the completion of the MSW/JD application to:

**Office of the Registrar
Graduate & Law Admissions
University of Windsor
401 Sunset Avenue
Windsor, Ontario N9B 3P4**

You are now able to submit your Application package and references via email to gradadmit@uwindsor.ca

When submitting your application package electronically, please be sure to include your name, student ID, and program name (MSW/JD) in the subject line. Please cc gradsw@uwindsor.ca in your email.

We have and will continue to accept applications sent in by mail. Notices of admission decisions are sent to your identified **mailing** address. Please inform the admissions office of any change of address.

If an acknowledgement of application is desired, contact the [Office of the Registrar](#), University of Windsor at (519) 253-3000 ext.: 3315.

Application Forms

There are two application forms that must be submitted:

1. Submit an application to the University of Windsor Faculty Of Law through the Ontario Law School Application Service ([OLSAS](#)) Check the box indicating the MSW/JD program.
2. In addition to the on-line application, you must complete the 2024-2025 Application for Admission to the Master of Social Work Program at the School of Social Work, University of Windsor.

Please note: the MSW portion of the MSW/JD application is not completed via eGAS.

Please note that in addition to completing all of the requirements below, you are required to submit two reference forms: one academic and one from an employer. The forms for these are separate from this document so that you can email them to your referees. They can also be found at <http://www.uwindsor.ca/socialwork/454/mswjd-application-process> .

Transcripts

Transcripts must be submitted for all college, undergraduate and graduate programs you have attended through the OLSAS application. If hard copies are submitted, please submit one copy in a sealed official envelope. If you are making a request for your program(s) to electronically send a copy directly to our Registrar's Office, only one copy is required.

References

You are to include two (2) reference forms in your application package: one academic and one from an employer/supervisor who has overseen your work in a paid, volunteer, or a practice/internship capacity, preferably in the social services. If you have been out of school for several years, a request may be made to the MSW coordinator for guidance. Please ensure you use the reference forms from the School of Social Work website in addition to the 'confidential report' forms available at the OLSAS on-line application (Step 1 in the Application process). **Incorrect forms will result in an incomplete application that will not be reviewed.** Please be sure to instruct referees to complete the reference form and return it, either directly to you or by mail, in a sealed envelope with his/her signature across the seal. Once sealed and signed, the envelopes **MUST NOT** be opened. References from colleagues, peers, friends, and relatives will not be accepted.

Please advise referees they can submit their reference forms to gradadmit@uwindsor.ca

When submitting your reference electronically, please be sure to include the applicant's name and program name (MSW/JD) in the subject line.

Please cc' the Social Work Graduate Secretary (gradsw@uwindsor.ca) in your email.

When submitting references, make sure referees submit their reference forms from the School of Social Work [website](#). **Incorrect forms will result in an incomplete application that will not be reviewed.**

Please be sure to instruct referees to complete the reference form, and when submitting, as an email, to include the following: applicant name, student ID and program name (MSW/JD) in the subject line. Please advise your referee to cc gradsw@uwindsor.ca in their email.

Personal Statement

Please complete an 800-word personal statement that answers specific questions about your motivation, experience, and area of interest. The instructions for writing this statement are included in the “Personal Statement” section on page 18, below.

Professional Experience Form

Please complete the Professional Experience Form outlining your work, volunteer, and practicum/internship experiences; publications where you have been an author, thesis that you completed, and other professional activities where you were the presenter or author; and any professional associations, training sessions, or workshops you attended. Please be sure to be clear about the time period worked and the total number of hours, including whether it is a full-time or part-time position, and whether it is paid or volunteer. International work-related experience may be included.

Figure 1 - Professional Experience Form example

Start Date		End Date							Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/>	<input type="checkbox"/>			
09	2015	04	2016	Years	<input type="checkbox"/>	<input checked="" type="checkbox"/>	20	640	
				Months	8	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Note: If you work 20 hours/week for 8 months, with approximately 4 weeks per month that is an average of 32 weeks. Therefore, 20 hours per week x 32 weeks = 640 hours.									
Job Title: BSW Social Work Student									
Employer Name and City: University of Windsor, Windsor, ON									
Job Description: Counselling students									

International Student Requirements

For students submitting applications from a non-English speaking country:

You **require one** of the following:

- a TOEFL score of 600 (paper-based) or 250 (computer-based) or 100 (Internet-based);
- an Academic IELTS score of 7.0;
- a CAEL score of 70;
- a MELAB score of 84;
- a score of 75% or above on the English Language Improvement Program – 3 (ELIP-3). It is possible to take a challenge test instead of taking the whole ELIP-3 program if you believe you will not need assistance in improving your English language skills in preparation for the MSW program. Information about this test and the ELIP program in general can be found at:

English Language Improvement Program
1880 Wyandotte (corner of Bridge & Wyandotte)
519-253-3000 x 3406
Email: celd@uwindsor.ca

In addition, it is strongly **recommended** that you write the Graduate Record Examinations (**GRE**) general test.



**School of Social Work
MSW/JD Program**

APPLICATION FOR ADMISSION – 2025-2026 ACADEMIC YEAR

Please type.

PERSONAL DATA					
Family Name		Given names in full Underline name commonly used		Other names on transcripts and official documents	
Permanent Mailing Address					
Apt. #	No. & Street	City	Prov./State	Postal Code	Country
Home Phone #:		Work Phone #:		Cell Phone #:	
UWin Email:			Other email:		
Country of Citizenship:		If not Canadian citizen, state status in Canada:			
		<input type="checkbox"/> Permanent Resident	<input type="checkbox"/> Student Visa	<input type="checkbox"/> Other	
Country of Birth:	Languages spoken (underline first language)	Date of TOEFL or IELTS	TOEFL or IELTS Score		
GRE General test results (if applicable)					
Verbal Reasoning		Quantitative Reasoning		Analytical Writing	
EDUCATIONAL EQUITY ADMISSIONS INITIATIVE (The completion of this Educational Equity Admissions Initiative section is optional.) The School of Social Work at the University of Windsor has adopted an Educational Equity Policy that welcomes applications from Aboriginal Peoples, persons with special health considerations or disabilities, members of visible minorities, and persons who identify as sexual and gender minorities. Should you wish to self-identify as a member of one of these traditionally under-represented groups, please check off the appropriate category: <input type="checkbox"/> Persons with special health considerations or disabilities <input type="checkbox"/> Racialized Peoples <input type="checkbox"/> Indigenous Peoples <input type="checkbox"/> Sexual and Gender Minorities					

APPLICATION DATA			
<input type="checkbox"/>	Advanced Standing MSW/JD	OR	<input type="checkbox"/>
			Regular-track MSW/JD
<p>Area of Interest:</p> <p><input type="checkbox"/> Child Welfare: refers to research and practice in the area of the well-being of children and adolescents</p> <p><input type="checkbox"/> Health: refers to research and practice regarding physical and psychological health issues, determinants of health, and relationships to psycho-social functioning</p> <p><input type="checkbox"/> Gerontology: refers to research and practice relating to older adult populations</p> <p>Indicating an area of interest on the application is used by our field office in efforts to provide students with a learning experience that is most appropriate for them. It does not affect whether or not you will be admitted and there is no commitment on your part to focus on this area once you are in the program. Program courses, sequencing and requirements are the same regardless of which you choose. Students wishing to specialize are encouraged to do so through tailoring of course assignments to their area of interest.</p>			

Prerequisites					
<p>List the following courses and completion date. If you have completed a full credit course that was for both Research Methodology and Statistics, please list the course for both categories. Please note that applications without these courses will be considered without prejudice. Should you be offered a position, you will be required to complete these pre-requisites prior to the start of the program if not completed already</p>					
Research Methodology course obtained from:			Statistics course obtained from:		
<input type="checkbox"/>	University of Windsor		<input type="checkbox"/>	University of Windsor	
<input type="checkbox"/>	Other University (Please specify)		<input type="checkbox"/>	Other University (Please specify)	
Course Number	Course Name	Completion Date	Course Number	Course Name	Completion Date

References			
Academic (Reference 1) - Name	Address (Department, University)	Telephone	Years Known
Employer (Reference 2) – Name	Address (Business)	Telephone	Years Known



**School of Social Work
MSW/JD Program**

PROFESSIONAL EXPERIENCE FORM

Name of applicant: _____

Number of pages included: _____

EMPLOYMENT/ VOLUNTEER/ PRACTICUM/ INTERNSHIP EXPERIENCE: You can make as many copies of this form as required. Please list in chronological order starting with the most recent. Curriculum vitae and resumes cannot be substituted. Please be sure to complete the “Total hours” column. If your position is current, please state this under the end date.

Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		
Job Title:								
Employer Name and City:								
Job Description:								
Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		
Job Title:								
Employer Name and city:								
Job Description:								

Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		
Job Title:								
Employer Name and City:								
Job Description:								
Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		
Job Title:								
Employer Name and city:								
Job Description:								
Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		
Job Title:								
Employer Name and city:								
Job Description:								

Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		

Job Title:

Employer Name and city:

Job Description:

Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		

Job Title:

Employer Name and city:

Job Description:

Start Date		End Date						Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Full time (35-40 hrs./wk.)		
				Years	<input type="checkbox"/> Paid	<input type="checkbox"/> Part time-- hrs. per wk.:		
				Months	<input type="checkbox"/> Practicum/ Internship	<input type="checkbox"/> One time or intermittent		

Job Title:

Employer Name and city:

Job Description:

Start Date		End Date						Total hrs.
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Deadline for MSW/JD Applications:

Law: Friday, November 1, 2024

MSW: Wednesday, January 15, 2025

Month	Year	Month	Year	Length of term:	<input type="checkbox"/>	Volunteer	<input type="checkbox"/>	Full time (35-40 hrs./wk.)	
				Years	<input type="checkbox"/>	Paid	<input type="checkbox"/>	Part time-- hrs. per wk.:	
				Months	<input type="checkbox"/>	Practicum/ Internship	<input type="checkbox"/>	One time or intermittent	

Job Title:

Employer Name and city:

Job Description:

Start Date		End Date							Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/>	Volunteer	<input type="checkbox"/>	Full time (35-40 hrs./wk.)	
				Years	<input type="checkbox"/>	Paid	<input type="checkbox"/>	Part time-- hrs. per wk.:	
				Months	<input type="checkbox"/>	Practicum/ Internship	<input type="checkbox"/>	One time or intermittent	

Job Title:

Employer Name and city:

Job Description:

Start Date		End Date							Total hrs.
Month	Year	Month	Year	Length of term:	<input type="checkbox"/>	Volunteer	<input type="checkbox"/>	Full time (35-40 hrs./wk.)	
				Years	<input type="checkbox"/>	Paid	<input type="checkbox"/>	Part time-- hrs. per wk.:	
				Months	<input type="checkbox"/>	Practicum/ Internship	<input type="checkbox"/>	One time or intermittent	

Job Title:

Employer Name and city:

Job Description:

PUBLICATIONS/THESES/PRESENTATIONS: Please list in APA format any publications where you are an author, and/or thesis that you completed, and/or other professional activities where you were the presenter or author.

Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:

Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
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Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:

PROFESSIONAL ASSOCIATIONS/TRAINING/WORKSHOPS: Please list any professional associations in which you are a member and any workshops or training sessions you have attended.

Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:
Date: _____	Activity:

Date: _____	Activity:
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Date: _____ Activity:

Date: _____ Activity:

Date: _____ Activity:

Date: _____ Activity:

Date: _____ Activity:



University
of Windsor

School of Social Work MSW/JD Program

Personal Statement 2025-2026

The personal statement is an important part in the selection process. Use separate sheets of paper, single-spaced and include your name on each page. Please use size 12 font, Times New Roman or Arial. Respond to each of the following in a clear and concise manner.

1. Describe your experiences (work, volunteer, social, personal, professional) that contribute to your motivation to pursue graduate studies in social work, and to your commitment to social justice and to creating change. If you do not have a BSW, include how your previous studies are relevant to Social Work. (Maximum: **400** words)
2. Explain why you have chosen your area of interest (i.e. child welfare, health, gerontology). Discuss your current understanding of social problems in that area. (Maximum: **400** words)

While answers should be well developed, you should limit the length of your personal statement to a maximum of **800** typewritten words.

Evaluation Criteria

Personal statements will be evaluated based on the following criteria:

- *Ability to communicate clearly and succinctly,*
- *Evidence of critical and analytical skills,*
- *Potential contribution to practice in an area of interest,*
- *Complement between social work and the applicants' identified professional goals and interests.*

**MSW Program
Policy Statement 2025-2026**

The following represents policy statements reflecting our current program mandate and admission procedures.

Social Justice Statement

The School's commitment of social justice and its mandate in social work education finds its roots in the profession's historical commitment to serve the interests of oppressed and vulnerable populations and a set of fundamental values stated in the professions Code of Ethics. This mandate is realized in the preparation of students with knowledge, research and practice intervention skills to assume professional and leadership roles to eradicate systemic barriers which oppress citizens and disenfranchised populations. Principles of justice find their meaning here in a fundamental belief in the dignity of all persons, the importance of access of citizens to participate, and striving for a more equitable distribution of our society's resources in the interest of promoting quality of life for all citizens. (Passed at School Council October 23, 2019)

MSW Grading Policy

Students must maintain a cumulative grade point average (cGPA) of at least 73% in each semester in which they are enrolled. A student who earns a course grade in the range 60-69% in one Course, or if their cGPA falls below 73%, will be placed on academic probation. A student will remain on academic probation for one subsequent semester by the end of which they must have raised their cGPA to at least 73%, or they will be required to withdraw.

A student may also be required to withdraw from the program if they receive more than two course grades in the range of 60-69%, or one course grade below 60%.

Please note, as per University policy, students may be allowed to retain for credit up to two courses in which they received a grade of 60-69%.

Decisions of Admission

All decisions of admission are made by the Associate Dean of the Faculty of Graduate Studies, University of Windsor. Correspondence with a faculty member, department, or school does not constitute approval or rejection for admission. All offers of admission are valid only for the term of entry indicated on the offer. Offers will be one of the following types:

1. Final. When all of the application materials have been submitted and reviewed by the admissions committee, successful applicants will be issued a final offer of admission.
2. Conditional. If a conditional offer of admission is made, the offer will specify the conditions that must be met before a final offer of admission to the graduate program is issued. Documentation indicating successful completion of admission conditions must be received in the Faculty of Graduate Studies office prior to the beginning of the term of entry. Failure to meet these conditions may result in a withdrawal of the conditional offer.

Notice of Disclosure: Confidentiality and Use of Personal Data

The personal information collected on this form is being collected under the authority of the University of Windsor Act, 1962. This collection is compliant with the Freedom of Information and Protection of Privacy Act of the Province of Ontario.

The purpose of this data collection is related directly to and needed by the School of Social Work, University of Windsor to administer the university / student relationship including the proper recording of student academic progress and to adhere to governmental reporting requirements.

Data collected on this form will be disclosed and used as follows:

- by administrative and field office personnel for student field placement planning and record-keeping;
- by field instructors in community agencies for placement planning;
- for academic counselling.

If you have any questions about the collection, use, and disclosure of this information please contact: School of Social Work, University of Windsor, 167 Ferry Street, Windsor, Ontario, Canada N9A 0C5 (519)253-3000 ext. 6096; gradsw@uwindsor.ca.

Memorandum of Understanding

I understand that all application materials become the property of the University of Windsor and will not be returned to me.

I understand that I am able to examine my student file at any time.

I understand that I may have to provide documentation at some future date to substantiate my claim and that any misrepresentation of this data may result in the cancellation of my admission or registration status.

I understand that I will be required to provide a vulnerable persons check prior to beginning the field practicum component of the program.

I declare that I have read and understood the information required on this application and the responses provided are complete and accurate.

I understand that this is a full-time program and that I am expected to attend classes / field education Monday – Friday.

I understand that meeting the minimum grade requirements does not guarantee that an offer of admission will be made to me.

I understand that my application will be reviewed as it is submitted. I understand that incomplete submissions and/or use of inappropriate references may result in a lower score from the file reader. I further understand that this may result in a negative recommendation from the Admissions Committee.

Deadline for MSW/JD Applications:
Law: Friday, November 1, 2024

MSW: Wednesday, January 15, 2025

I have read and fully understand the Application Package, instructions and documents contained therein.

Signature

Date