



MSW for Working Professionals

Letter of Support 2024-2025

**Complete this form if you are currently employed*

Applicant: _____ **Program Location:** _____

Program Requirement: (Please check the applicable box).

Regular track program with two placements: Foundation Field Practicum and Advanced Practice Internship

Advanced standing program with one placement: Advanced Practice Internship

Dear Review Committee, I agree to provide support for the above-mentioned candidate to gain enrolment in the MSW for Working Professionals Program by approving the following:

The ability for the candidate to be released each class Friday at an appropriate time for the candidate to be seated and ready to learn by 3:30 PM.

Please check the appropriate boxes to reflect any/all available options:

- **Course offerings are online, but all practicum placements must be completed in Ontario.**
- **Each candidate is expected to take a leave from their current position for the term(s) of their placement (13 weeks).**

Internal Rotation - The organization understands that the candidate will complete an internal rotation where they will take leave from their current position for 13 weeks. This Internal Rotation includes a minimum of 450 hours per academic year while having new supervision throughout the duration of the placement. The new supervisor will possess a MSW with a minimum of two years full-time post-graduate work experience. The rotation will allow the candidate to experience new learning at the graduate level. This will take place during the prescribed field term(s).

External Field Placement/Secondment - The School of Social Work permits students to complete their practicum/internship in another organization as a secondment if the organization can provide the opportunity for new learning, at a graduate level and under the supervision of a Field Instructor who has primary responsibilities for field instruction and evaluation of student in placement. Ideally, students wishing to pursue this option should have approval from their employer and the secondment site prior to beginning the program and, if possible, will be required to provide confirmation of such at the time of admission.

Leave of Absence - The organization understands that the candidate will take leave from their current position for 13 weeks to engage in a field placement at another organization. This leave of absence will take place for a minimum of 450 hours per academic year. This opportunity will allow the candidate to have a new supervisor who will possess a MSW with a minimum of two years full-time post-graduate work experience. This will allow the candidate to experience new learning at the graduate level. This will take place during the prescribed field term(s).

Authorizing Signature:

Printed Name:

Title:

Date:

Organization:

Work Telephone Number:

Applicant Signature: