

**School of Social Work MSW for Working Professionals  
Program Policy Statement 2023-2024**

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

**Social Justice Statement**

The School's understanding 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 profession's Code of Ethics. This mandate is realized in the preparation of students with knowledge, research and practice intervention skills to assume professional 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 participation, and striving for a more equitable distribution of society's resources in the interest of promoting quality of life for all citizens. (Approved by School Council, 2002).

**MSW Grading Policy**

Students must maintain a cumulative grade point average of 73% or above in each semester in which they are enrolled. If the student earns a grade between 60 and 69% in one course, or if the student's cumulative average falls below 73%, then the student is placed on academic probation. The student remains on probation for one subsequent semester after which the student must achieve a cumulative average of at least 73% or be terminated from the program. The student will also be terminated from the program if s/he receives grades between 60 and 69% in more than two courses, or a grade below 60% in one course at any time in the student's course of study.

**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 entry. Failure to meet these conditions may result in a withdrawal of the conditional offer.

**Educational Equity Admissions Initiative**

(The completion of the Educational Equity Admissions Initiative section on the application form is optional.)

The School of Social Work at the University of Windsor has adopted an Educational Equity Policy that welcomes applications from Indigenous Peoples, persons with special health considerations or disabilities, members of visible minorities, and persons who identify as sexual minorities. Should you wish to self-identify as a member of one of these traditionally under-represented groups, please check off the appropriate category on the Supplementary Application Form.

**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. 6748; [msw@uwindsor.ca](mailto:msw@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 on weekends as per the posted course schedule.

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.

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

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Applicant Signature

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Date