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**School of Social Work**

INFORMATION AND INSTRUCTIONS FOR APPLICATION

TO THE HONOURS DEGREE PROGRAMS IN SOCIAL WORK

**For applicants who have been enrolled in Social Work at the University of Windsor since semester 1 (If you started in another major at the University of Windsor and/or have more than 2 transfer credits from another institution, do not complete this application)**

**2022-2023 ACADEMIC YEAR**

Admission to the Honour Bachelor of Social Work Degree Programs is based on your academic qualifications, your positive participation in a workshop and a reflective writing experience. The academic qualifications are assessed by the Social Work Admissions Committee on the basis of current transcript(s) available at the time of application. All applicants are expected to be computer literate and to have access to computer technology.

**Completing the Application:**

1. **Read all of the instructions carefully before completing the application form**. There are four parts to the application that must be completed:
2. Applicants qualified for this application must first complete a “Returning Student Application” on UWinsite Student ([Returning Student Application Instructions](http://ask.uwindsor.ca/app/answers/detail/a_id/607/kw/returning%20student%20application)). When applying, please choose from the following programs:
	* Social Work - Honours
	* Social Work – Disability Studies (Honours)
	* Social Work – Women’s Studies (Honours)

After submitting the UWinsite Student application, the applicant will be requested to upload the following documents to their application on UWinsite Student by 4:00 pm on Tuesday, February 1, 2022. ([Documentation Upload Instructions](http://ask.uwindsor.ca/app/answers/detail/a_id/555/kw/uploading%20documentation))

1. Completed application form (3 pages)
2. Completed study planning worksheet
3. The following is to be submitted after participation in a virtual workshop you will be invited to:
4. Certificate of positive participation at workshop
5. Reflective writing from workshop

When completing the application please print (in ink) or type. Answer every question; enter N/A if the question is not applicable.

1. **Study Plan Worksheet:** This worksheet can be found online at: <http://www.uwindsor.ca/socialwork/course-sequences>, as well as in hard copy at the School of Social Work. **This worksheet *must* accompany your application. Without the worksheet, your application will not be reviewed.**
2. You will receive a certificate of positive participation upon your successful completion of the required workshop.
3. When you attend the admissions workshop, you will complete the reflective writing: instructions will be provided at that workshop.

1. This application and all material contained within becomes property of the University of Windsor and will **not** be returned to you.

**Do NOT send applications directly to the School of Social Work**.

**All applications must go through UWinsite Student for review.**

**Applications that do not contain all of the items indicated on the application checklist will be considered incomplete and will not be reviewed.**

**The application must be received by 4:00 PM on Tuesday, February 1, 2022**



# **School of Social Work**

167 Ferry Street

Windsor, Ontario Canada N9B 3P4

T 519.253.3000 x3066 F 519.973.7036

www.uwindsor.ca/socialwork

*Registrar’s use only*

DATE RECEIVED\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STUDENT ID *(UWindsor)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application for Admission to the**

**Honour Degree Programs in Social Work**

**2022-2023 Academic Year:**

**Only for applicants who started in Social Work at the University in Windsor in Semester 1**

|  |  |  |
| --- | --- | --- |
| Surname:  | Given name(s):  |  Gender:  |
| **Permanent or Home Address** |
| No. & Street:  | Apt. No.:  |
| City:  | Prov.:  | Postal Code: |  | Phone:  |
| E-mail Address:  |
| **Present or Local Address** (only if different from above). If necessary, please indicate when you will be returning to your permanent address:  |
| No. & Street:  | Apt. No.:  |
| City:  | Prov.:  | Postal Code: |  | Phone:  |
| E-mail Address:  |

Select program that you wish to apply for *(choose only one)*:

[ ]  Honours Bachelor of Social Work

[ ]  Honours Bachelor of Social Work in Social Work & Women’s Studies (Combined Honours)

[ ]  Honours Bachelor of Social Work in Social Work & Disability Studies (Combined Honours)

***All applications must be received by 4:00 PM on Tuesday, February 1, 2022***

**Current Degree Information:**

|  |
| --- |
| Current Degree/Diploma program and subject major:  |
| University/College: |
| Expected Graduation date:  |

**Previous Degree Information (if applicable):**

|  |
| --- |
| Diploma(s) / Degree(s) obtained:  |
| Name of College(s) / University:  |
| Year obtained: |

Please explain (on a separate page if necessary) if there is anything concerning your abilities/limitations and/or health status that this Committee should consider in relation to your admission, your participation in class work/evaluations and/or the arrangement of your field placement(s). Prior to entering the field education placement in the final year of the program, you will be required to obtain and submit a Vulnerable Persons Check.

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If your application is chosen for admission and you will **not** have the required pre-requisites by the end of the Winter2021 semester, you will be granted a conditional offer pending successful completion of all outstanding requirements. **Please list all courses you are missing and when you intend to take them.** **If conditions are not met, it may be necessary to rescind your offer of admission.**

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**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 Indigenous Peoples, persons with 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:

 **[ ]**  Indigenous Peoples

 **[ ]**  Persons with special health considerations or disabilities

 **[ ]**  Visible minorities

 **[ ]**  Sexual minorities

***ALL APPLICANTS MUST READ THE INFORMATION BELOW & SIGN.***

*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 will not be reviewed.*

*I understand that 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 understand that all documents submitted become property of the University of Windsor and will not be returned to me.*

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

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**Signature *(must be in ink and handwritten)* Date**

**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: Director of the School of Social Work OR the FIPPA Coordinator, University of Windsor, 401 Sunset Avenue, Windsor, Ontario, Canada N9B 3P4.

**Application Summary Check List**

Complete the check list below to ensure that you have included all materials necessary for processing your application. **This sheet must be filled out and included with your application.**

**Your application will not be reviewed until all of the following information is received:**

|  |  |
| --- | --- |
|  | Application for Admission Form, all 3 pages, signed in ink and dated |
|  | Study Plan Worksheet for your program**This worksheet *must* accompany your application. Without the worksheet, your application will not be reviewed.** |
|  | Certificate of positive attendance at workshop (to be submitted after workshop) |
|  | Reflective writing (to be submitted at workshop) |