Dear Prospective MSW Student:

In 1969, our country was experiencing many changes, some of which represented our best hopes for justice and peace. In Philadelphia, a group of social work educators brought their own particular hopes to fruition with the founding of Temple University’s School of Social Administration (now Social Work). With its emphasis on public leadership and community collaboration, this new school represented innovation and change in social work education and training.

Today, the School of Social Work, with sites throughout central and eastern Pennsylvania, provides comprehensive undergraduate, graduate and post-graduate programs. As such, we share an organizational home with other professions engaged in healing and in providing opportunities so that individuals, families and communities can reach their full potential. All elements of the College provide a unique professional focus on a common aim of improving quality of life.

Yet the school remains true to its history. It fulfills its mission of societal transformation to eliminate social, political and economic injustice through teaching, research and service. We believe that being part of such a dynamic environment is the best setting for professional education among adults who are working or seeking to work in the profession.

Much has changed since 1969. Nations and communities face new challenges related to global threats to our environment and security. We continue to advance in civil rights based on ethnicity, disability, and LGBTQIA identity, yet we also have far to go to fulfill universal aspirations for inclusion. We face current challenges relating to immigration, health care reform, HIV/AIDS, and the legacies of high incarceration rates and the intensive criminalization of addiction. Individuals, families and communities need help in healing from various forms of trauma. If you are up for these challenges, then we stand ready to face them with you.

Thank you for your interest in the Temple University School of Social Work. We hope we can join together in pursuing new possibilities, and new solutions, in the years to come.

Jeffrey Draine, PhD, MSW (Temple 1990)  
Chair, School of Social Work

Cheryl Hyde, PhD, MSW  
Director, MSW Program
The Master of Social Work Program

The Temple University Master of Social Work (MSW) program consists of 60 credits of course work and field practica. It is fully accredited by the Council on Social Work Education. The MSW program is offered at the Temple Main campus and TUCC (Center City) in Philadelphia; the Temple Ambler campus; the Temple Harrisburg campus and at several sites in Pennsylvania. Depending on location, classes are offered in the day, evening, and Saturdays; many classes are on-line. Field practica are available in over 500 human service and social change organizations in Pennsylvania, New Jersey, Maryland, and New York. Full time (15 credit hours per semester for 2 years) and part time (6-9 credit hours per semester over 3 years) options are available. Exemplary applicants with a BSW may be eligible for the accelerated 34.5 credit Advanced Standing Program.

Curriculum Overview*
The first 30 credits comprise the Foundation Curriculum (except for Advanced Standing students). The courses cover policy, research, practice and human behavior content – essential grounding for social work. Students also complete a two (2) semester (or the equivalent) field practicum in an agency that can introduce them to a broad array of social work practice skills and frameworks.

The last 30 credits serve as the Advanced Curriculum. Students shape this aspect of their program by selecting a concentration (method) and a specialization (area of interest). In addition to these courses, students choose electives and in their final semester take Integrative Seminar. A two (2) semester (or the equivalent) field practicum based on the student’s concentration and specialization completes the advanced plan of study.

Concentrations:
The concentration is comprised of two (2) advanced practice courses and a research course. Students select one of the following:

- **Clinical Social Work Practice with Individuals, Families, and Small Groups:** prepares students to engage in individual, family and small group interventions including casework and therapy.
- **Management & Planning:** prepares students for advanced roles in human service organizations with emphasis on program development, financial management and leadership.
- **Practice with Communities and Policy Arenas:** prepares students to engage in collective action in communities and government venues through constituent education, mobilization and advocacy.

Specializations:
The specialization is comprised of two (2) advanced courses, one (1) in social welfare policy and the other in human behavior and social environment. Students select one of the following:

- **Children & Families:** prepares students to work with children, youth, and families in the child welfare system, schools, and various therapeutic and social support programs.
- **Health & Mental Health:** prepares students for practice in health/mental health settings including psychiatric hospitals, hospice, or drug and alcohol treatment centers.
- **Individualized Option:** If the student has a particular area of interest not addressed by the standard specializations, she/he may design their own specialization. The student works with her/his academic advisor to construct a proposal that includes graduate level policy and human behavior courses.

Electives:
While the choice of electives varies from semester to semester, recent offerings have included: Financial Management (must be taken by Management & Planning concentrators), Assessment and the DSM, HIV/AIDS, Social Transformation, Homelessness, Clinical Supervision, and Wealth & Poverty. Students, with permission of their advisor, may take graduate courses in other departments.

*This is intended to be a brief overview. Note that the full curriculum with all options is not offered at every site. Applicants should investigate the curriculum, in its entirety, by going to our website: [http://chpsw.temple.edu/ssa/home](http://chpsw.temple.edu/ssa/home).
MSW Admission Requirements

Admission to the Temple MSW Program is highly competitive. Qualities of a successful applicant for admission include strong undergraduate academic performance, experience (work or volunteer) in human service or social change organizations, a capacity for self-reflection, concern for marginalized or vulnerable populations, respect for personal and cultural differences, commitment to social work goals and values, a desire to function in the role of change agent, and a career intent that is consonant with the School’s mission and curricular offerings.

Unless otherwise stated on the school’s website, applications are accepted on a rolling admission basis:

- **Summer admit** (Advanced Standing Only) – applications accepted until March 1
- **Fall admit** (Part-time or Full-Time) – applications are accepted until March 1
- **Spring admit** (Part-time Regular standing only) – applications are accepted up until November 1

The MSW program is a comprehensive and rigorous educational endeavor with heavy time demands. It is more than just attending courses and field placements. There is considerable study time. Students conduct original research, present at conferences, lobby in Harrisburg, and participate in agency activities. **Students who work full-time need to follow the part-time format of the curriculum.** Investigate thoroughly and plan carefully!

**IMPORTANT POINTS**

- Become familiar with Temple University's MSW program and MSW admission requirements by reviewing the MSW Program page: [http://chpsw.temple.edu/ssa/academic-program/graduate](http://chpsw.temple.edu/ssa/academic-program/graduate)
- Attend an Information Session:
  - Philadelphia, Ambler or TUCC (Center City) area contact Marie Leonard at marie.leonard@temple.edu, 215-204-1832;
  - Harrisburg and Cohort areas contact Amy Costik at amy.costik@temple.edu, 717-221-1683
- Be conscious of deadlines. This allows you to put more thought into your Statement of Professional Plans and Goals, Resume, and ordering of transcripts, as well as allowing allows your references sufficient time to submit their recommendations.

Please note:

- Academic credit is not given for life experiences and previous work experience in lieu of field education or course requirements.
- Academic credit is not given for graduate level courses taken as part of an earned graduate degree.
- Standardized Tests: The GRE/GMAT is not required to apply to the MSW program.

**Direct questions to**: marie.leonard@temple.edu (Philadelphia, Ambler, TUCC) or amy.costik@temple.edu (Harrisburg, Commonwealth Cohorts).

**Minimum requirements for application to the Regular Standing program are:**

- Bachelor’s degree from an accredited college or university.
- An undergraduate grade point average (on a 4-point scale) of either 3.0 for all undergraduate work or 3.5 for the last two years.
- Three (3) professional references that attest to the applicant’s academic performance, social work related experience, personal qualifications, ability to engage in graduate level education, and commitment to the social work profession.
- Applicant’s personal statement that illustrates the aforementioned qualities.
- A current professional resume.

**Minimum Requirements for application to the Advanced Standing program are:**
Individuals, who have earned a BSW within the last five years from a CSWE accredited program, have an exemplary undergraduate record and solid work/volunteer/internship experience may apply for Advanced Standing admissions. Advanced Standing begins with a “Bridge” course (usually in the summer, but may be offered during other semesters depending on program site); then transitions into advanced curriculum.

Advanced standing status may be awarded to applicants currently enrolled in a BSW program, pending receipt of the final college transcript reflecting all of the following criteria.

- Overall undergraduate and junior-senior year grade point averages must be at least 3.25.
- No more than 1 “C” in undergraduate social work courses; all other social work grades must be “B” or better.
- Three (3) professional references that attest to the applicant’s academic performance, social work related experience, personal qualifications, ability to engage in graduate level education, and commitment to the social work profession.
- Applicant’s personal statement that illustrates the aforementioned qualities.
- A current professional resume.

In order to assess the applicant’s suitability for Advanced Standing, applicants are REQUIRED to submit the following ADDITIONAL documents:

- A full description of your undergraduate field practicum experiences including the agencies’ names and addresses, the types of assignments, types and numbers of clients or client populations you served (in a micro, mezzo, or macro capacity), and social work models or approaches you used. Your essay should be typed, double-spaced, 4-6 pages in length, and in APA (6th ed.) format.
- A copy of your field instructor’s evaluation form from the undergraduate placement. [If you are currently in field placement during the current spring semester, an interim evaluation should be submitted.]
- One of the three required reference letters must be from the BSW Program Director, (Senior) Practice Seminar Course Instructor, Field Instructor, or Field Coordinator indicating your readiness for advanced graduate social work education and practice.

Applicants who are unable to obtain a particular supporting document above must contact the following:

- For Temple University Main (Philadelphia), Ambler (AMB), and Center City (TUCC) campuses – please send your documents and inquiries to Erin Brosious at tumsw@temple.edu.
- For Temple University Harrisburg and cohort locations – please send your documents and inquiries to Kari Leaver at mswhar@temple.edu.
MSW Application Process

Providing an applicant has met all minimum admissions requirements, completed applications are reviewed as received. Applicants will be notified when a decision is made. Complete applications should be submitted as early as possible. Incomplete applications will not be reviewed. Students whose expected graduation date is May should submit transcripts that include grades from the first semester of senior year.

COMPONENTS OF THE APPLICATION

APPLY ON-LINE OR DOWNLOAD AN APPLICATION

The online application assures proper filing and administration of all supporting application documents. Please begin the Admissions process with the online Application.

- The application process for the MSW program can be accessed through this link: http://chpsw.temple.edu/ At the very top of the page is the hyperlink “Apply”. You are able to find the online application at the top of the Temple website.
- Instead of uploading your resume and Statement of Plans and Goals (admissions essay) through the online application, please email to tumsw@temple.edu for Main campus and mswhar@temple.edu for Harrisburg area campus.

Optional: Interfolio account to use to submit your materials. There is a fee to open an Interfolio account.

Transcripts

Applicants are required to submit an official transcript from ALL institutions that they attended post-high school. This includes: Community Colleges, Study abroad programs, any transfer of credits that appear on your final transcript and any Masters level of Doctorate Program Transcripts. An official transcript will bear the registrar’s signature and be embossed with the school seal. Your transcript will not be accepted if the seal is broken. Scanned documents of transcripts will not be accepted. Please utilize the mailing address on the next page. Transcripts can be accepted digitally from the college/university or clearinghouse. Email to tumsw@temple.edu for Main campus and mswhar@temple.edu for Harrisburg area campus. Transcript requests can take up to 8 weeks to be processed and mailed out.

References

References must be completed using this form: (Graduate Reference Form attached) http://www.temple.edu/grad/admissions/documents/WebGRADREFERENCEREPORT.pdf

Three (3) professional references are required in support of an application for admission. These may be academic or professional. Note the following:
- The reference form MUST be submitted. It may be accompanied by a letter.
- Applicants who have graduated from college within the last five (5) years should submit at least one (1) reference from a professor or official of the college.
- Applicants seeking advanced standing status must obtain at least one reference from the BSW Program Director, (Senior) Practice Seminar Course Instructor or Field Instructor. (If this is not possible, contact the School for further instruction.)
- Applicants with employment experience in the social services or a related field should submit at least one reference from a supervisor or administrator at their place of employment.
**Statement of Professional Plans and Goals (Admissions Essay)**
The essay is an important component of the admissions application in social work. It provides an opportunity for you to discuss your motivation for pursuing graduate study in social work, relevant personal and professional experiences, and knowledge of diversity and social justice. The essay is evaluated based on the following criteria:

- ability to reflect on and summarize significant and relevant experiences;
- ability to conceptualize and think critically;
- writing quality and proficiency.

Compose an essay of 4-6 pages that addresses the following areas (double-spaced, 12 point font in Microsoft Word (or PDF format). Include name and page number in the header on every page):

- Your reasons for seeking graduate education in social work at Temple;
- Significant experiences (work, volunteer, community, and/or field placement) with people of various ethnic, religious, national origin, social class, gender, sexual orientation and/or racial backgrounds and the impact/relevance of those experiences to you;
- A population and/or social problem about which you have a special interest and your reasons for that interest;
- Reflect upon an issue of social justice as it relates to this population and/or problem.

**Advanced Standing Field Practicum Experience Essay**
A full description of your undergraduate field practicum experiences including the agencies’ names and addresses, the types of assignments, types and numbers of clients or client populations you served (in a micro, mezzo, or macro capacity), and social work models or approaches you used. Your essay should be typed, double-spaced, 4-6 pages in length, and in APA (6th ed.) format.

**Resume**
A current professional resume is required in Microsoft Word or PDF format.

Email your professional resume, Statement of Plans and Goals (admissions essay) and (if required) Field Practicum Experience Essay to tumsw@temple.edu for Main/Amber/TUCC campuses and mswhar@temple.edu for Harrisburg campus and cohort sites, instead of uploading onto the online application.

**Application materials can be sent to:**

<table>
<thead>
<tr>
<th>Main, TUCC and Ambler</th>
<th>Harrisburg and Commonwealth Cohorts</th>
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<tr>
<td>Temple University</td>
<td>Temple University Harrisburg</td>
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<tr>
<td>MSW Program Admissions</td>
<td>MSW Program Admissions</td>
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<tr>
<td>1301 Cecil B. Moore</td>
<td>234 Strawberry Square</td>
</tr>
<tr>
<td>Ritter Annex, 5th Floor</td>
<td>Harrisburg, PA 17101</td>
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<tr>
<td>Philadelphia, PA 19122</td>
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<tr>
<td><a href="mailto:tumsw@temple.edu">tumsw@temple.edu</a></td>
<td><a href="mailto:mswhar@temple.edu">mswhar@temple.edu</a></td>
</tr>
<tr>
<td>Fax: 215-204-6108</td>
<td>Fax: (717) 231-3659</td>
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Additional Information

Field Practica
One of the most exciting, and important components of the MSW program are the two (2) year-long field practica or internships in human service or social change agencies. This requirement is also among the more challenging and requires careful planning. Internships cannot be accomplished solely on the weekend or evenings, as the appropriate learning opportunities and supervision are not available. Students need to plan on having time during weekday, business hours for at least some of their practica. Students employed in social service organizations may be able to use their place of employment as a practicum site, provided that the site meets the School’s field placement criteria. For field practicum requirements: http://chpsw.temple.edu/ssa/field-placement.

Transfer Applicants
Students seeking to transfer to the School of Social Work from another CSWE accredited social work program are required to meet the criteria for admission and follow the application procedures. Additionally, one of the academic/professional references must be from the current academic/faculty advisor in the program from which the applicant is transferring and must address the academic standing in that program. If not currently enrolled, the reference must be from the former academic/faculty advisor. A transcript from your current program and syllabi for any social work classes you wish to transfer is required for review.

Foreign Students
If you are an international student interested in applying for the MSW program and have not attended a college or University in the United States, please contact the Office of International Services. Also, if your academic record (transcript) is not translated to U.S. equivalency, you are required to contact a private foreign educational credential evaluation service to translate your credentials for consideration. You can consult WORLD EDUCATION SERVICES (WES) or contact any other organization that is a member of the National Association of Credential Evaluation Services NACES.

Language Requirements
If English is a 2nd language, Test of English as a Foreign Language (TOEFL) scores are required. Minimum TOEFL score needed to be accepted: 550 paper-based, 213 computer-based, or 79 internet-based. Contact TOEFL to arrange for testing. Please note that all courses and field practica will be in English.

Financing Your Education
Students are responsible for the cost of their education, including submitting all necessary paperwork for financial aid consideration. The School of Social Work is not involved in financial aid decisions. Please consult with the University’s Office of Student Financial Services for assistance: http://www.temple.edu/sfs/.

The School of Social Work awards some aid each year to assist meritorious applicants in meeting the cost of their educational program. This is a limited pool of funds; primary consideration is given to those applicants who apply early. Awards are made on the basis of academic merit and overall promise shown by an applicant for contributing to the School of Social Work and to the profession. Award notification is generally made around the time of admission.

Computer Literacy and Access
Faculty and staff assume that all MSW students will have regular and reliable access to a computer (either one of their own or through a computer lab) and have Internet capability to handle email and web-based learning demands. Most, if not all, information is now communicated via email and various web-based platforms. Students also are expected to have basic competency in word processing (i.e. Microsoft Word).

Important Links/References
- School of Social Work: www.temple.edu/socialwork
- Schedule a visit the campus: http://www.temple.edu/undergrad/visitcampus/
- Online Visit: http://www.temple.edu/undergrad/favplaces/index.htm
Checklist for Application to MSW Program

Before Applying:

✓ Thoroughly review the MSW program and admission requirements:
  [http://chpsw.temple.edu/ssa/academic-program/graduate](http://chpsw.temple.edu/ssa/academic-program/graduate)

✓ Attend an Information Session:
  - For Philadelphia, Ambler or Center City areas contact Marie Leonard at marie.leonard@temple.edu 215-204-1832;
  - For Harrisburg area and Commonwealth Cohort sites contact Amy Costik at amy.costik@temple.edu, 717-221-1683.

✓ Be conscious of deadlines. This allows you to put more thought into preparing your supporting documents and allows your references more time to submit their recommendations.

Apply! There are two options: online or in a paper format


Components of the Application:

- **Transcripts.** REQUEST ALL OFFICIAL TRANSCRIPTS (post high school). In order to properly calculate your GPA, we need to have ALL of your transcripts. Transcript requests can take up to 8 weeks to be processed and mailed out.
- **References.** Download the Graduate Admissions Reference Form: [http://www.temple.edu/grad/admissions/documents/WebGRADREFERENCEREPORT.pdf](http://www.temple.edu/grad/admissions/documents/WebGRADREFERENCEREPORT.pdf). References should email or mail their recommendations directly or be provided to the applicant in a signed and sealed envelope. It is acceptable to attach a letter in addition to reference form, not in lieu of the reference form.
- **Resume.** Mail or email a copy of your current professional resume.
- **Statement of Professional Plans and Goals (Admissions Essay).** Follow the Admissions Essay guidelines (provided earlier in this document). NOTE: Place your name and page number on each page

Advanced Standing – additional documents:

- Copy of Field instructor’s evaluation form from undergraduate placement.
- At least one reference letter from BSW program professional (see pages 3 & 4 for details)

Application materials should be sent to:

- **Main, TUCC and Ambler Campuses**
  - Temple University
  - MSW Program Admissions
  - 1301 Cecil B. Moore
  - Ritter Annex, 5th Floor
  - Philadelphia, PA 19122
  - tumsw@temple.edu
  - Fax: 215-204-6108

- **Harrisburg and Commonwealth Cohort sites**
  - Temple University Harrisburg
  - MSW Program Admissions
  - 234 Strawberry Square
  - Harrisburg, PA 17101
  - mswhar@temple.edu
  - Fax: (717) 231-3659

Upon completion of the application, you will receive a TUID. To check your application status with regards to what has been received: [https://prd-wlssb.temple.edu/prod8/bwskalog.P_DisLoginNon](https://prd-wlssb.temple.edu/prod8/bwskalog.P_DisLoginNon)
Graduate Reference Form

TO THE APPLICANT: Complete Section I below and forward this form to the individual who will provide a reference. Please advise the evaluator to send the completed report directly to the department to which you are applying. (If applying to Psychology, have the sealed reference returned to you for forwarding to the department.) Upon receipt, the reference becomes the property of Temple University and will not be returned. In addition, Temple University reserves the right to verify all reports with the evaluator.

TO THE EVALUATOR: Complete Section II. Return the report directly to Temple University at the address provided by the applicant in Section I. (If the applicant is applying to Psychology, return the reference in a sealed, signed envelope to the applicant.) If you need to use additional sheets of paper, please staple them to this form. Your candid completion of this form is greatly appreciated. You can be assured that this report is completely confidential and will not be shared with the applicant, provided s/he has waived her/his rights to review this report.

SECTION I (to be completed by applicant):

Full Name of Applicant ____________________________________________  Social Security Number last four digits _________

Applicant previous name (i.e. maiden name) __________________________

Current Address _____________________________________________________________

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Applying for the (degree) in the department/program.  Master of Social Work

ALL APPLICANTS MUST READ AND SIGN THIS AUTHORIZATION FOR WAIVER*:

I understand my right under the U.S. Family Educational Rights and Privacy Act of 1974 to review confidential appraisals placed in my file that are submitted with reference to admission to a graduate or other school.

I do [ ] do not [ ] waive my right to review this reference report.

Applicant's Signature ____________________________________________ Date ________________

* Agreeing to waive your right to review this reference report is not required as a condition of admission to Temple University for graduate study.

SECTION II (to be completed by evaluator):

Name of Evaluator ________________________________________________

How long have you known the applicant? In what capacity? ____________________________________________

With whom are you comparing this applicant for this evaluation? ________________________________ (i.e. Graduate students with comparable training/experience; Colleagues in the workplace ; Other)

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<th>Please evaluate the applicant, in comparison with the group identified above, as fairly as you can on each of the characteristics listed below:</th>
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<th>Top 25%</th>
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SECTION II (cont’d): A letter on letterhead may be substituted for the below questions. (This form is required).
Please tailor your comments to the applicant's aptitude for graduate study.

What do you consider to be the applicant's major strengths as related to social work education and practice?

In what area(s) does the applicant need further development with respect to social work education and practice?

Summary Evaluation:

☐ I strongly recommend this applicant for admission and believe that s/he has the capability to perform at a superior level.

☐ I recommend this applicant for admission and believe her/his performance will be comparable to that of most graduate students.

☐ I believe that this applicant's qualifications are marginal, but s/he has potential and would benefit from study in your program.

☐ I do not recommend this applicant for admission to your graduate program.

Evaluator’s Signature ____________________________ Date _________________

Please complete the following contact information by typing or printing legibly:

Name:

Position / Highest Degree Earned:

School/Company:

Current Address:

<table>
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<tr>
<th>Street</th>
<th>City</th>
<th>Country</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

Phone: Fax: Email:

Address for Submission of this Completed Report

Main: Temple University MSW Admissions, 1301 Cecil B. Moore Avenue Ritter Annex 5th Floor, Philadelphia PA 19122
Or fax: Fax 215-204-6108 (Attention SW Graduate Admissions) or scan and email: tumsw@temple.edu

Harrisburg and Commonwealth Cohorts: MSW Admissions 234 Strawberry Square Harrisburg, PA 17101 or fax: (717) 231-3659 or scan and email to mswhar@temple.edu