



College of Health and Human Services  
 School of Social Work  
 Salisbury University  
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**MASTER OF SOCIAL WORK  
 APPLICATION  
 CHECKLIST**

Application to Salisbury University's Master of Social Work Program requires applicants to apply online.  
 Listed below are the documents and information required for a complete.  
 All required documents must be submitted by the due date for an application to be considered complete for the semester applied.

**DUE DATES**

The School of Social Work will be accepting online applications to the Master of Social Work program beginning Fall 2023.

Completed applications to campus, regional campus and online options will be accepted by the due dates listed on our website.

Office of Graduate Studies 410-548-3546

[www.salisbury.edu](http://www.salisbury.edu)

Complete these documents within the online application:

- Graduate Program Admission Application
- Application Fee (\$65.00, non-refundable-subject to change)
- Residency/Domicile Information Form
- Attach complete resume

Apply online through the Admissions Office website, selecting graduate programs and [paying the fee online.](#)

**Application Writing Prompts: Traditional 62-credit Program**

Please prepare a detailed statement covering **both** questions below. Please do not omit any questions. Your personal statement should be a minimum of three pages, no more than four pages, typed, double spaced and in 12-point font. **Please use the number and its associated topic area** (in bold and underlined) as headings when completing your personal statement.

**Statement of Confidentiality:** Mandated reporters are persons who, in the course of their work, may be privy to information that they are required to report to the appropriate enforcement agency. Social workers in the state of Maryland are mandated reporters and must report any disclosure of suspected incidents of child abuse and neglect, including child sexual abuse. Salisbury University social work faculty and staff are required to report any suspected incidents of child abuse and neglect, whether or not the suspected incident was previously reported. Therefore, any disclosure (written or verbal) by students or prospective students of suspected incidents of child abuse and/or neglect will be immediately reported to the appropriate authorities.

**1. Social Work Knowledge:**

Discuss your motivation for choosing the social work profession and how it connects to your current and long-term career goals.

**2. Respect for Diversity:**

Identify the experiences you have had which make you feel that you can work effectively with people from diverse populations (religious, racial, ethnic, disability, socio-economic, gender, and sexual orientation differences). Also describe any difficulties you might have when working as a social worker with any of the diverse populations. Be specific.

**Application Writing Prompts: Advanced Standing 32-credit Program**

Please prepare a detailed statement covering **both** questions below. Please do not omit any questions. Your personal statement should be a minimum of three pages, no more than four pages, typed, double spaced and in 12-point font. **Please use the number and its associated topic area** (in bold and underlined) as headings when completing your personal statement.

**1. Critical Thinking and Social Work Knowledge:**

We all face challenges in our own lives and our job as social workers is to help our clients address their problems. Please discuss a time when you, at your job/internship or in a volunteer capacity, worked to assist someone address a problem. Describe the individual's problem. Discuss how you assisted them in addressing and resolving the problem as a professional or volunteer. Identify the specific skills and information you learned from your undergraduate social work education that aided you in addressing the problem. Identify the outcome of the problem and what you learned from the experience.

**2. Respect for Diversity:**

Write about your experiences working with diverse populations (religious, racial, ethnic, disability, socio-economic, gender, and sexual orientation differences). Which issues and populations do you find particularly challenging? How have you handled those challenges in the past, or what would you like to learn to handle those challenges more effectively in the future?

Letter of Recommendation Instructions:

**IMPORTANT, PLEASE READ CAREFULLY**

Submit three professional letters of recommendation, usually from persons such as professors, employers, supervisors, professional colleagues, and community associates. Applicants who have been employed in a social service agency should request a recommendation from a recent employer or supervisor. Student applicants should provide a recommendation from a faculty advisor or instructor.

- \* Applicants will enter the following information for each of your recommenders; Name, address, business email address, phone number, institution or employer, and title.
- \* It is important to enter all recommenders' business email addresses correctly so they receive the automated email instructing them how to proceed with their recommendation through the online process.
- \* Mark the waiver statement for each recommender you enter. If you do not check the waiver statement, many recommenders will not complete the recommendation process for you.
- \* If recommenders experience technical difficulties, they should contact our online application vendor by clicking on the link given in the email they received about the online recommendation process or by clicking on the Help Link at the top right of the first page in their Letters of Recommendation account page.
- \* After your recommender submits the online recommendation, the recommendation will become part of your application. Applicants are welcome to submit additional letters of recommendation, and any letter of recommendation included with the application will remain with the applicant's file for review.
- \* Recommendations from friends or family do not meet reference criteria.

**If you are applying as a Traditional student, the strongest packets will contain recommendations from each of the following:**

1. A college professor or other university contact;
2. Your current or most recent direct supervisor; and.
3. A coworker, previous supervisor, internship supervisor, or volunteer coordinator.

**If you are applying as an Advanced Standing student, the strongest packets will contain recommendations from each of the following:**

1. A college professor or university contact;
2. Your current or most recent direct supervisor, or you can substitute a second college professor in place of an employer;
3. Your field education supervisor from your undergraduate field education agency; and.
4. Your field education liaison who taught your most recent field education course.
5. Advanced Standing applicants must also submit their final field evaluations from their undergraduate field education experience.

If you or your respondent have technical difficulty with the online letter of recommendation system, please contact The Office of Graduate Studies at [graduateadmissions@salisbury.edu](mailto:graduateadmissions@salisbury.edu). You may track the status of the online recommendations submitted through your application portal provided after your application is submitted to Salisbury University.

Official Transcripts

Send all transcripts to:

Salisbury University

**Office of Graduate Studies and Research**

1101 Camden Avenue,

Salisbury, MD 21801

or submit electronically - [graduateadmissions@salisbury.edu](mailto:graduateadmissions@salisbury.edu)