

# BSW ADMISSIONS GUIDE 2024



DEDICATED TO GROWTH



School of  
Social Work



## **A MESSAGE FROM THE DIRECTOR OF THE SCHOOL OF SOCIAL WORK**

The School of Social Work, King's University College at Western University is a stimulating and dynamic environment for learning. At King's we care about our students and are committed to excellence in preparing social workers of the future. Our Bachelor of Social Work (BSW) Honours program is fully accredited by the Canadian Association of Social Work Education, and we have been graduating professional social workers for over thirty-five years. Regardless of where their careers lead them, the grounding in generalist social work practice that students acquire at King's has provided an invaluable foundation for the important work they do.

The School of Social Work at King's has developed a strong reputation for the academic and practice excellence of our graduates – partly because we admit students who show excellent promise, partly because of the fine educational program that we offer, and partly because our students invest a great deal of energy and effort into their learning. I also believe that a big part of our success is due to our relatively small size. At King's you are not a face in the crowd. We get to know our students and they get to know us. Because we are an integral part of Western University our students have full access to the benefits of a large university, but our location at King's means we can offer small classes and provide personalized attention to each student's needs.

Thank you for your interest in our BSW (Honours) program, and we look forward to receiving your application.

Sincerely,

Peter Donahue, MSW, PhD, RSW  
Director

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## INTRODUCTION

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The following information is intended to provide an overview of the Bachelor of Social Work (BSW) program and a detailed outline of admission requirements and the application process. Please read it carefully and follow the instructions as outlined. This guide is designed to be viewed online in order to provide accessibility to the links provided. Please let us know if you require this information in an alternate format. **Applicants are advised to retain this information for future reference.**

### Contact Information

If you have any questions, please contact the following people at the School:

#### **Julie Siverns**

##### **Social Work Programs Assistant**

Tel: 519-433-3491, ext. 4445 or

Toll-Free 1-800-265-4406, ext. 4445

Email: [Julie.Siverns@kings.uwo.ca](mailto:Julie.Siverns@kings.uwo.ca)



#### **Tosha Densky**

##### **Social Work Programs Liaison**

Tel: 519-433-3491, ext. 4328 or

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Email: [Tosha.Densky@kings.uwo.ca](mailto:Tosha.Densky@kings.uwo.ca)



#### **Drop-In Hours\* for BSW Enquiries:**

Mondays 1:00 p.m. – 3:00 p.m. via Zoom

(Please check the website for last minute changes)



## Overview

Social Work is a dynamic and evolving profession. Preparation for professional practice begins with the Bachelor of Social Work (Honours) degree. The essential module for this degree is the Honours Specialization in Social Work. The Social Work Program provides a learning environment characterized by excellence in social work education directed towards developing and fostering principled and competent professional practitioners who recognize the interrelatedness of human needs, social structures and oppressive conditions in their work with diverse populations. Specific objectives of the program include education for social work practice with individuals, families, groups and communities, emphasizing the social and organizational contexts of practice. The opportunity to develop social work practice skills is provided through direct experience in a variety of social service and health organizations under professional supervision.

King's Social Work graduates are employed in a wide variety of practice fields and settings. Some will choose to pursue a Master's Degree, either upon completion of their BSW (Honours) or following experience in professional practice.

## Accreditation

The Bachelor of Social Work (Honours) Program at King's University College is accredited by the Canadian Association for Social Work Education (CASWE). Students in the third and fourth years of the program are eligible for student membership in the Ontario Association of Social Workers (OASW) and the Canadian Association of Social Workers (CASW). These associations are part of the international community of social work practitioners.

The Ontario College of Social Workers and Social Service Workers (OCSWSSW) is responsible for regulating the practice of Social Work and protecting the public interest under terms of the Social Work and Social Service Work Act. Social work practice is also regulated in all other provinces. College membership requires completion of a degree in Social Work from a program accredited by the Canadian Association for Social Work Education. King's social work degrees are also recognized by equivalent bodies in the United States and other countries.

## Mission

The Mission of the School of Social Work at King's University College at Western University is to provide a learning environment characterized by excellence in social work education directed toward developing and fostering ethical and competent professional practitioners at both the beginning and advanced levels who identify and address the interrelatedness of human needs, social structures and oppressive conditions in their practice with diverse populations (approved by School Council, October 2017).



## Diversity

The School of Social Work and King's University College welcomes applications from all qualified individuals. Our diversity has many different faces and expressions including, but not limited to, age, colour, culture, disability/non-disability status, ethnic or linguistic origin, gender, health status, heritage, immigration status, geographic origin, race, religious and spiritual beliefs, political orientation, gender and sexual identities, and socioeconomic status.

## Land Acknowledgment

We acknowledge that King's University College is situated on the traditional territories of the Anishinaabeg, Haudenosaunee, Lenape, and Attawandaron peoples, all of whom have longstanding relationships to the land of Southwestern Ontario and the City of London. The First Nations communities of our local area include Chippewas of the Thames First Nation, Oneida Nation of the Thames, and Munsee Delaware Nation. In our region, there are eleven First Nations communities, as well as a growing Indigenous urban population. King's University College values the significant historical and contemporary contributions of local and regional First Nations, and all of the Original Peoples of Turtle Island (also known as North America).

## Professional Suitability for the Social Work Profession

The School of Social Work recognizes its responsibility to the social work profession to uphold standards of academic and professional excellence and to operate within the standards and practices of King's University College, Western University, and the Ontario College of Social Workers and Social Service Workers (OCSWSSW). Students in the School of Social Work are subject to the provisions of the codes of ethics of the Canadian Association of Social Workers ([CASW](#)), the Ontario College of Social Workers and Social Service Workers ([OCSWSSW](#)), and the [University Student Code of Conduct](#), and may be required to withdraw from the School for violating these provisions. Students may also be required to withdraw from the School when ethical, medical, or other reasons interfere with satisfactory practice in the profession. Social Work students convicted of, or admitting to, serious illegal activities that are inconsistent with the practice of social work or likely to harm clients will be subject to the School's Professional Conduct policy.

## Essential Requirements

### ESSENTIAL REQUIREMENTS FOR BSW PROGRAM - For Students

These are the essential requirements necessary to provide reasonable assurance that students can complete the Bachelor of Social Work (BSW) program and participate in all aspects of social work education and practice. Students are expected to be able to meet these



standards in the classroom and in the practicum. If you intend to enroll in the BSW program at King's University College, please review the outline of essential requirements listed in this statement.

### Rationale

These are essential requirements of the Bachelor of Social Work program. The BSW provides eligibility for membership in the Ontario College of Social Workers and Social Service Workers (OCSWSSW) and to practice as a social worker. Social workers in Ontario must adhere to and know the Ontario Code of Ethics and Standards of Practice as that is the only code of ethics that an Ontario social worker will be disciplined by.

These essential requirements are necessary because of the nature of working with vulnerable people, groups and communities. This means social work students will often be exposed to highly complex human situations and will be required to engage and respond responsibly, in a manner that centres the well-being of clients, while also attending to the student's own needs. This also requires the capacity to seek supervision and support when needed. In addition, written communication, including record-keeping, written reports, policy briefs, and case notes are vital in the field placement context. The ability to read, decode, interpret and comprehend multiple sources of information is fundamental for safe and effective assessment, intervention and professional support in the field.

Social work also requires being able to undertake critical reflection about inequality, our own biases and assumptions, and the nature of people's issues and needs. This involves the dual challenge of both assisting people's functioning and identifying and responding to systemic issues that create inequity and injustice. Social work requires an ability to appreciate and reflect on our own social locations and the social, economic, cultural and situational contexts of people's lives and the implications these have for practice. An ability to communicate across cultures and respect diversity is essential to social work education across all fields of practice.

### 1. Professional Commitment

Social work students need to possess a commitment to the values and ethical standards of professional social work. Students are expected to be knowledgeable about and adhere to the Canadian Association of Social Workers Code of Ethics in a manner that aligns with and is generally accepted by the professional social work community.

#### Exemplars:

- Appropriate behaviour with confidential information in classroom and field placement settings.
- An ability to reflect on ethical considerations and issues and take responsibility for ensuring own awareness of ethical behaviour;
- An ability to apply ethical principles and processes to decision making in 3rd and 4th year field placement settings;





- The capacity to promptly notify instructors or field supervisors when there is a possible conflict between the student's cultural or religious beliefs and academic or practice expectations that would make it difficult to uphold a generally accepted ethical standard of practice;
- An ability to be aware of and adhere to academic integrity policies.

## 2. Communication Skills

Social work students need to communicate effectively and respectfully with other students, faculty and instructors, staff, clients and other professionals, across diverse cultures. Students must be able to express their ideas and feelings clearly and demonstrate a willingness and ability to listen to others within diverse styles and means of human expression and understanding. They must also recognize the power of non-verbal communication and reflect on its impact within these relationships. The academic and field education components of the programs require communication in English.

Exemplars:

Student will demonstrate

- Sensitivity to individual and/or cultural differences in their communication;
- The ability to communicate coherently, and to understand verbal and written communication accurately, and respond verbally and in writing in an appropriate and timely manner;
- The capacity to recognize, interpret and respond appropriately to what is being communicated by others and maintain appropriate awareness of their own behaviours and their impact others.

## 3. Judgement, Self-Regulation and Relationship Skills

Social work students need to demonstrate an ability to observe and examine complex situations. Students must possess the insight needed to appreciate persons and situations, including self, and demonstrate awareness of and responsivity to the impact of one's actions on self and on others. Students must be willing to examine and change their attitudes and behaviour when it falls outside of standards for professional social work practice or unduly interferes with working with clients and other collaborative professional relationships.

Exemplars:

Student will demonstrate

- An openness to critically reflecting on the social, political, cultural, legal and economic contexts of people's situations and experiences, and the implications of these for practice;
- The ability to be self-aware and to self-regulate their thoughts, emotions and behaviour and attitudes, and to accept feedback on their academic work and professional practice and respond constructively;



- An openness to learning about scope of practice and respecting it in practicum settings;
- The ability to establish respectful relationships with peers, clients, academic staff and supervisors and an openness to learning from tensions and challenges in these relationships;
- A willingness to develop appropriate professional relationships consistent with the practice setting and social work standards;
- The awareness of how one's personal actions (including use of social media) impact their professional life and to manage their behaviour accordingly;
- Apply ethical decision-making;
- Managing conflict in practicum or classroom setting. Negotiating conflict is an essential skill for social workers in multiple arenas - advocacy, family conferencing, group facilitation, etc.

#### 4. Linking Knowledge to Practice

Social work students need to recognize various social work practice methods and be open to learning to use this knowledge in conjunction with alternative and marginalized knowledges when making informed decisions to engage clients, client systems and other professionals.

Exemplars:

Student will demonstrate

- Capacity to locate appropriate and relevant information for social work practice;
- Ability to process information relevant to practice and seek out alternative ways of knowing;
- Willingness to integrate and implement professional and marginalized knowledge in practice;
- Willingness to locate, conceptualize, and use appropriate knowledge in response to academic assessment items;
- Willingness to apply professional and marginalized knowledge of policy and procedures in the field placement.

#### 5. Attendance, Participation and Timely Completion

Students must cover course content as specified by instructors and attend practicum settings consistently and reliably in order to respect the continuity of their learning (and that of others), the value of multiple contexts of learning and the commitment to reliable service provision in the field. When experiencing difficulties, students must advise appropriate contacts (academic or placement supervisor) and follow expectations as articulated in course outlines. Students must demonstrate an ability to sustain physical and socio-emotional performance and alertness in both the classroom and practicum settings in order to actively participate in the activities of the environment (e.g., stay awake during classes or client interviews).



Exemplars:

Student will demonstrate the ability to

- Participate regularly and consistently in tutorials, lectures, skill development opportunities, etc.;
- Attend field placement regularly and predictably;
- Engage consistently in activities required as part of field placement experience before, during and following the field experience time period;
- Complete tasks or program requirements within specified time frames, meeting all stated deadlines or negotiated extended deadlines, when these have been established between student and instructor/supervisor.

## 6. Empathy

Social work students need to comprehend another individual's way of life and values and question their own biases and assumptions. They must be able to communicate empathy and support to the client or client group as a basis for a productive professional relationship.

Exemplars:

Student will demonstrate

- Capacity to recognize situations from another person's perspective and, when this is difficult, the capacity to seek support and information about another person's perspective and to remain open to having their assumptions about others challenged;
- Capacity to understand and relate to the feelings of others;
- Ability to validate another person's perspective.

## 7. Wellness and Management of Personal Needs

Due to the high psychological and emotional demands of social work practice, where work-related stress and burnout are possible and where clients remain the central focus of our work, social work students need to be open to learning how to recognize their own individual signs of stress or risk to their health and wellness and to work with the appropriate support people to develop strategies to address and maintain emotional/psychological wellness. Importantly, this requires an ability to recognize, identify and seek supportive resources, and when necessary to articulate their needs for accommodation.

Exemplars:

Student will demonstrate

- An openness to learning how to recognize their signs of stress and/or declining health and wellness;



- The ability to work with support people to develop strategies to address and maintain emotional/ psychological wellness;
- The capacity to seek supportive resources and/or health care support, if necessary;
- The ability to articulate accommodation requirements and to negotiate their provision in the setting (classroom or field placement);
- The ability to rearticulate and renegotiate accommodation requirements at the earliest possible convenience, should these change at any time.

## Reasonable Accommodations

You may need special arrangements to meet your academic obligations. If you currently have a diagnosed condition, and you require academic accommodations, you will need to meet with an Accessibility Counsellor.

Students using the services provided by Accessibility Services have a condition that may be related to, but not limited to, vision, hearing, mobility, different ways of learning, mental health, chronic illnesses, chronic pain, autism spectrum disorder, ADD/ADHD, and temporary conditions. More information on the process for accommodations can be found [here](#).

# BSW PROGRAM

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## Program Goals and Learning Outcomes

King's BSW graduates acquire the skills needed to think holistically and to engage in the complex dynamics of person and environment interactions. Students are expected to approach practice from an informed planned practice strategy (i.e., engagement, assessment, intervention and evaluation), and to problem solve with an emphasis on the strengths perspective. Students acquire knowledge and skills needed to be effective entry level practitioners through a curriculum which provides students with the foundational tools for critical thinking, interdisciplinary learning, collaborative problem-solving, positive intellectual values, understanding of diversity, and effective communication.

1. BSW graduates are prepared to apply social work knowledge, as well as knowledge from other disciplines, to advance professional practice, policy development, research, and service provision.
2. BSW graduates will have acquired knowledge and skills to critique, apply, or participate in social work research.



3. BSW graduates are equipped with knowledge and skills to competently perform various interactive practices such as engagements, assessment, interventions, negotiations, mediation, advocacy, and evaluation.
4. BSW graduates will be able to demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues.
5. BSW graduates will be able to employ critical thinking in professional practice – they develop skills in critical thinking, and reassessing, including critical analysis and assumptions consistent with the values of the profession, which they apply in their professional practice to analyze complex situations and make professional judgements.
6. BSW graduates will be able to identify as a professional social worker and adopt a value perspective of the social work profession.

## Program Structure

The BSW (Honours) program requires students to complete a minimum of two years of university (10.0 full course university credits or equivalent) prior to entering the professional social work program in Year 3. Students are admitted to Year 3 Social Work on a full-time or Extended Study (part-time) basis. The essential module for the BSW (Honours) degree is the Honours Specialization in Social Work.

### Full-Time

Full-time students complete the professional program over a two-year period by completing 5.0 courses in Year 3 and 5.0 courses in Year 4.

### Extended Study Plan

The Extended Study Plan provides an opportunity for a limited number of students to complete the professional BSW (Honours) program over a longer period of time as a part-time student. The purpose of the Extended Study Plan is to accommodate the needs of students who may be unable to complete the professional program on a full-time basis. Reasons may include accessibility, care giving needs etc. Resources within the School, in particular the availability of practicum experiences, determine the number of Extended Study students admitted each year. The School reserves the right to not admit students to the Extended Study Plan in any given year based on teaching and practicum resources.

Students offered admission to the program on an Extended Study basis must meet the same admission requirements – both academic and non-academic – as the students admitted on a full-time basis. The total overall scores of applicants for the Extended Study Plan must fall within the same range as those students offered full-time studies. If an applicant's Total Overall Score falls within the offered range but the School is unable to offer the candidate admission on an Extended Study basis due to our resources, the applicant will be offered full-time studies.



Under normal circumstances, the professional Social Work Program should be completed by Extended Study students within a four-year period: 2 years to complete Year 3, and 2 years to complete Year 4. Except in special situations, extended study students may not switch to full-time studies partway through the BSW program. The Director considers and approves special situations. In some circumstances, students may seek permission to complete the program within a 3-year period. Two years to complete Year 3 and one year to complete year 4.

In extraordinary circumstances, a full-time student registered in the professional Social Work Program may request a transfer to the Extended Study Plan for at any point throughout the program.

Extended Study students complete the same course requirements as full-time students, and must meet the same progression and graduation requirements. Under the Extended Study Plan, courses are sequenced based on course pre-requisites. A student’s individual Extended Study Plan is outlined and developed at the time of admission. The School also tracks and advises Extended Study students as they progress through Years 3 and 4 regarding the completion of all course requirements.

Students who are completing concurrent degrees or other modules may not use the Extended Study Plan to reduce their social work course load in order to accommodate the second degree courses or requirements of additional modules. The purpose of the Extended Study Plan is to assist students who are unable to manage a schedule of full-time social work studies.

Only students who are formally admitted to the professional Social Work Program may enroll in social work courses at the 3000 and 4000 level. Descriptions of courses are found at [BSW Courses](#).

### Year 3

In Year 3, students complete 5.0 courses (10 half-courses) in Social Work. All courses are required. To progress to Year 4 of the program, students must obtain a minimum overall average of 70% in Year 3, a minimum of 60% in each course, and a “satisfactory” in Social Work 3320Y (Practicum).

First Term (Fall)		Second Term (Winter)	
<b>3301A</b>	Direct Practice Skills	<b>3316B</b>	SW Practice with Individuals and Families
<b>3311A</b>	Indigenous Social Work	<b>3318B</b>	SW Practice with Communities
<b>3303A</b>	Individual and Family Development	<b>3333B</b>	SW Practice with Groups



<b>3308F</b>	Political, Economic and Social Context of Canadian Social Work Practice	<b>3344B</b>	Social Justice and Social Work: Examining Issues of Oppression, Inclusion and Diversity
<b>3319F</b>	Social Work, Ethics and the Law		
<b>3320Y</b>	Practicum Preparation Seminars	<b>3320Y</b>	Practicum and Integration Seminar

**Under the Extended Study Plan**, these courses are sequenced. A student’s individual Extended Study Plan is developed with the School at the time of admission and will take into account first-term prerequisites for second-term courses.

## Year 4

In Year 4, students complete 5.0 courses. To be eligible to graduate, students must obtain an overall average of 70% in all principle courses, a minimum of 60% in each course, and a “satisfactory” in Social Work 4400 (Practicum and Integration Seminar).

Year 4 course requirements (principle courses) include:

First Term (Fall)		Second Term (Winter)	
<b>4415F</b>	Organizational Context of Practice	<b>4414G</b>	Analysis of Canadian Social Policies
		<b>4429B</b>	Social Work Practice-Based Research
<b>4400</b>	Practicum and Integration Seminar	<b>4400</b>	Practicum and Integration Seminar
<b>2.5 Social Work Electives</b> (i.e., five half-courses), up to 1.0 of which may be from a list of approved non-Social Work Electives available from the School.			

**Under the Extended Study Plan**, Year 4 courses are also sequenced: SW4400 (Practicum and Integration Seminar) must be completed after all first-term required courses, and after or at the same time as the remaining required second-term courses.

## Electives

Students require 2.5 Social Work Electives at the 3000 level or above, including at least 0.5 from each of the following two categories. A maximum of 1.0 approved courses from outside of Social Work may be taken. A list of approved courses is available to students once they are in the BSW program.

**Category 1:** Will primarily examine micro/meso levels of practice and course topics may include but are not limited to: addictions; crisis and trauma; mental health; children and



adolescents; health care and social work; seniors; child welfare; human sexuality; thanatology; and disability studies.

**Category 2:** Will primarily examine macro levels of practice and course topics may include but are not limited to: advocacy; first nations; international and multicultural social work; social justice and peace.

Each year, the School offers a number of Social Work Electives, which may include, but are not limited to:

Examples of Social Work Electives			
4420A/B	Child Welfare	4465A/B	Special Topics (for example, Eco Social Work)
4425A/B	Working with Immigrants & Refugees	4466A/B	Independent Study
4430A/B	Overview of Addictions	4467F/G	Independent Study
4454A/B	Social Work Practice in Health Care Settings	4468A/B	Violence in Families
4456A/B	Women and Social Work Practice	4479A/B	Special Topics
4457A/B	Selected Practice Issues (for example, Populations of Practice – Abilities and Disabilities; or Gay, Lesbian, Bi-Sexual, Transgendered, and Two-Spirited Persons)	4481A/B	Advocating for Social Change
4462A/B	Social Work Practice with the Aged	4482A/B	Conflict Resolution: Alternatives in Disputes
4463A/B	Social Work Practice with Children and Adolescents	4483A/B	Social Work Practice in Crisis Theory and Intervention
4474A/B	Social Work and Trauma	4484A/B	Social Work and Mental Health

## Graduation Requirements

At least 20.0 credits

Notes:

1. Students choosing to combine the Honours Specialization in Social Work with another module may require more than 20.0 credits to meet requirements for both modules.
2. Students may cross-count a maximum of 1.0 courses between modules.





BSW students normally complete their program and graduate at Spring Convocation (June) of the year in which the program requirements are completed. Students must apply to graduate in the online Student Centre in the term when program requirements are completed.

## Field Education

Assignments to Practica will be determined by the Coordinator of Field Education following consultation with students. Students should be aware that there may be financial costs (such as parking, transportation, trainings, insurance and technological components to facilitate remote service delivery) and special agency requirements (such as police checks and health requirements) associated with the Practicum. A car may be needed for some community-based placements. All costs associated with pre-placement requirements are the responsibility of the student.

### Year 3 Practicum

Third year practicum is comprised of 200+ placement hours, and practicum preparation seminars in first-term and integration seminars in second-term. First-term practicum preparation seminars are scheduled approximately every other week for two hours. Placement which commences in January is normally scheduled for Mondays, Wednesdays and every other Friday during second term, with integration seminars scheduled for two hours every other week. There is a block placement option for third year only where practicum would commence in April after coursework in the second term is completed. This block option is subject to limited numbers (13) and would require students to attend practicum every Monday-Thursday for approximately six weeks with a weekly integration seminar every Friday morning.

### Year 4 Practicum

Fourth year practicum is comprised of 500+ placement hours, and bi-weekly integration seminars. Practicum is normally scheduled for Mondays, Wednesdays and Fridays during first and second term, with integration seminars scheduled for two hours every other week. Questions about practicum should be directed to the Field Education Administrative Assistant at [fieldassistant@kings.uwo.ca](mailto:fieldassistant@kings.uwo.ca).

## Police Checks and Vulnerable Sector Screening Requirements

Neither Western University nor King's University College requires a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screen [VSS]) as a condition of admission into the Bachelor of Social Work (Honours) program. However, prospective students should be aware that a criminal records check or VSS is required by the majority of facilities used for field placements or experiences related to an academic course assignment. In such cases, it is the student's responsibility to have the necessary procedure completed. Students may not be



permitted access to such courses without having completed this requirement. If required for practicum purposes, a police check of record of offences, or immunizations or health checks, must be obtained at the student's expense.

## ADMISSION REQUIREMENTS

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The BSW (Honours) Program requires students to complete a minimum of 10.0 full-course equivalents (i.e., two years' of university or the equivalent) prior to entering the professional Social Work Program (Year 3) on a full-time or part-time (Extended Study) basis. All applicants – those with 10.0 full-course equivalents, or more, are considered according to the same academic requirements.

To be considered for admission, all applicants must meet the following minimum requirements. If each of these minimum requirements are met, the candidate will be considered for admission and a total overall score will be calculated. Meeting the minimum requirements guarantees the application will be considered, however, it does not guarantee admission. As the applicant pool changes from year to year, what is considered a competitive total overall score also changes yearly.

In reviewing an applicant's transcript(s), the School considers those courses with the best grades that meet the specific academic requirements – combining full and half-courses from the same or different disciplines, courses of advanced standing, university credits, and/or courses completed at another university or community college.

The following summary outlines the requirements for admission to the professional Honours Specialization in Social Work program.

### Academic Requirements for Admission

Academic requirements for admission must be completed by July 1st of the year in which admission to the professional program is sought. To be eligible for admission, applicants must complete no less than 10.0 university (or equivalent) with an overall average of 70%. These courses must include:



## Social Work Specific Pre-requisites

- Social Work 1025A/B: Introduction to Social Work and Social Welfare (Minimum 70%)
- Social Work 1026A/B: Introduction to Social Work Practice & Communication Skills (Minimum 70%)
- Social Work 2216A/B: Introduction to Generalist Social Work Practice and Theories (Minimum 70%)  
Social Work 2206A/B: Research Methods for Social Workers (or equivalent) (Minimum 60%)  
\*Several equivalents available for SW 2206

AND

## Additional Pre-requisites (2.0)

- Writing 1020A/B or 2101F/G or 2260F/G or (Writing 1002F/G & Writing 1022F/G) (or other equivalent) (Minimum 70%)
- [0.5 Category B Course \(Arts and Humanities\)](#)
- [1.0 Category C Course \(Science\)](#)

AND

## 6.0 Additional Credits

- Additional Credits in any discipline

**Total = 10.0 courses (Can be made up of 1.0 or 0.5 credits) - In any discipline**  
(Please refer to [BSW checklist](#) for details)

\*Equivalencies for SW 2206 include but are not limited to: Childhood and Social Institutions 3311F/G; Disability Studies 2224A/B; Family Studies 2300 F/G; Health Sciences 2801A/B; Nursing 3319A/B; Psychology 2800E; Psychology 2820F/G, Psychology 2840E, Psychology 2855 (Brescia), Sociology 2206A/B or Thanatology 2201A/B.

In addition to the requirements listed above, all students must have met the general first year course requirements. Western's first-year requirements are 5.0 courses at the first-year level (i.e., numbered 0001-1999), with 1.0 full course equivalent in two of the three Categories A, B, and C (i.e., A+B, or A+C, or B+C). See the [Western Calendar](#) for full details.

## Applicants from other Universities

Applicants who have completed Social Work, Research or other general courses at another university should contact the School to discuss transfer credit possibilities. Please be prepared to provide detailed course syllabi (calendar descriptions are not sufficient) for assessment. Please submit academic records well in advance of the application deadline.



## Transfers

There is no direct transfer option from an outside BSW program into the King's BSW program. Students enrolled in Social Work programs at other universities wishing to attend King's may apply for admission to the BSW (Honours) Program. If accepted, transcripts and courses will be assessed with regard to transfer credits. Please contact the School for more information.

## College Pathways

Community college graduates or students are not yet eligible to apply to the School of Social Work, however, they are eligible to apply to King's University College for admission, and transfer credits that will count towards potential BSW Admission may be awarded to you. Admission to King's is the responsibility of King's Enrolment Services. Please contact [info@kings.uwo.ca](mailto:info@kings.uwo.ca) and our Enrolment Services Team will be happy to provide you with information about the requirements and process for admission to King's as a College transfer student.

When applicants apply to King's, their transcript from Community College will be evaluated by our Admissions Officers with a view to granting advanced standing credits. The maximum number of credits that Western will grant to community college graduates is the equivalent of approximately one year of university. The number of advanced standing credits you receive will then determine how many more courses you require to be eligible to apply to the professional social work program.

## Enhanced Pathways with Fanshawe College and Lambton College for Social Service Worker Diploma Programs:

Applicants who have completed (after 2020) or are on track to complete a Social Service Worker program at either Fanshawe College or Lambton College may be eligible to apply under the enhanced pathways articulation agreement. Applicants who qualify under this pathway, would need to complete the equivalent of 2.0 credits ([Fanshawe Pathway](#)) or 2.5 credits ([Lambton Pathway](#)) during the summer of the year you apply. For specific course requirements, click on the college link above.

All applicants to King's University College will need to submit their application to Social work through the Ontario Universities Application Centre ([OUAC](#)) code KUC-EKS. Once you receive a student number from Enrollment Services and set up your Western Identification, you would need to submit a [BSW application](#) to the School of Social Work as well.

## Already have a degree?

Depending on the degree you hold, you may already have some of the pre-requisite courses required to apply to the BSW program. In most instances, students with previous degrees will



at the very least have the 6.0 additional credits required, and may even have courses that can count towards the Category B, Category C, Research Methods and/or Social Work specific pre-requisite requirements. If you already have a degree and you wish to apply to the BSW program, please review the [BSW Checklist](#) and reach out to the Programs Liaison to have your current credits assessed for eligibility.

## Transcripts

### King's, Western, Brescia and Huron students:

The School of Social Work will have access to your Western academic record. If you are asking the School of Social Work to consider courses taken at other post-secondary (non-Western) institutions (college and/or university), please contact that respective institution's Registrar's Office to request a copy of these transcripts to submit with your application.

### Students from outside institutions:

Applicants from universities other than Western are required to submit **copies** of transcripts and academic records indicating courses completed, and in progress, at community college and/or university.

**By the end of the academic year**, it is the applicant's responsibility to submit **official final transcript(s)** from all post-secondary institutions to Enrolment Services at King's. Be sure to request a **final** transcript that includes grades for courses that were in progress at time of application.

## Summer School

Applicants must complete the academic requirements for admission to the professional Social Work Program by July 1<sup>st</sup> in the year in which admission is sought. Applicants must state their intention to complete courses during summer school on their application form. Students completing courses during the summer academic period must still apply to the School of Social Work by the March 15<sup>th</sup> deadline.

**Applicants are not disadvantaged in the admissions process by completing courses during the summer period.**

The Social Work pre-program courses (or their equivalents) are normally offered during the Intersession (mid-May to end-June) each summer. (Note: these times are **tentative** at time of publication; please check the online summer school calendar when it becomes available in



January/February). Please note that the University requires that the workload for the Spring/Summer/Distance Sessions (i.e. May to August) at this University or any other shall be restricted to a maximum of 2.5 courses, with no more than 2.0 courses to be taken simultaneously (excluding Distance Education courses). In the case where 2.0 courses are taken simultaneously, only 1.0 of them may be a laboratory course.

Course		Session/Dates	Days/Times
<b>SW 1025A/B</b>	Intro. to Social Work & Social Welfare (Term TBA)	May 6 – June 14 Distance	Monday – Thursday Time: TBA
<b>SW 1026A/B</b>	Introduction to Social Work Practice & Communication Skills (Term TBA)	May 6 – June 14 Distance	Monday – Thursday Time: TBA
<b>SW 2216A/B</b>	Introduction to Generalist Social Work Practice and Theories (Term TBA)	May 6 – June 14 Distance	Monday – Thursday Time: TBA
<b>Soc 2206A*</b>	Research Methodology for Sociology (Term TBA)	May 13 – June 21 Intersession Day	Days/Times: TBA

## NON-ACADEMIC REQUIREMENTS FOR ADMISSION

The Non-Academic requirements for admission to the BSW (Honours) Program are detailed below.

### Personal Profile of Work, Volunteer and Professional Development Experiences

The School of Social Work is interested in **all** relevant work, and volunteer experiences and any professional development applicants may have completed – not just applicants’ current experiences. Please record these experiences on the Personal Profile found within the application. There is no limit to the length of the Personal Profile.

### Work Experience

This is experience that has been either paid or unpaid work in **both** non-social service and social service related fields. “Paid work” is work for which remuneration was received and “unpaid work” is work for which no remuneration was received and may include a personal or family experience, such as raising children or caring for elderly parents, as well as co-ops and practica undertaken in previous education. For each experience you will be asked to indicate:



- Whether each experience was paid or unpaid.
- Whether each experience was full-time or part-time.
- The name of the organization, position held, and dates (in months and years).
- A brief description of your duties and responsibilities.
- If applicable, list social work related training that you may have received from each work experience, e.g., workshops and conferences attended, certificates received.

### **Volunteer Experience**

This is experience in **both** non-social service and social service related fields. A volunteer experience takes place in the “outside” world, not within your family. For each experience you will be asked to indicate:

- The name of the organization, position held, and dates (in months and years).
- The approximate number of volunteer hours (per week or per month).
- A brief description of your duties and responsibilities.
- If applicable, list social work related training that you may have received from a volunteer experience, e.g., workshops and conferences attended, certificates received.

### **Professional Development**

Professional development includes, attended workshops, completed certificate(ions), participation in service clubs or boards of directors, organization of community initiatives, or other professional development activities. In this section also include, any other languages spoken (include level of comprehension – i.e. fluent in speaking, reading and writing).

### **Additional Information**

Occasionally, there may be some additional information that you feel is important for the Admissions Committee to know which does not fit easily within the headings above. If this is the case, you may add an additional heading, and note, in 150 words or less, what this might be.

### **Supplementary Questions**

Please answer these questions in the Supplemental Questions Form within this application.

Supplemental Questions:

1. Describe your personal and professional experiences and interests as related to your future career goals, and how they align with King’s Bachelor of Social Work program. Identify the population(s) that you would be interested in working with in the future and why. Conversely, are there populations that you wouldn’t want to work with? If so, please explain why and how you would manage yourself in a professional context if you were to encounter such populations. Please explain and give examples. *Maximum 350 words.*



**NOTE:** When answering this question, please consider fully identifying and responding to all components of the question.

2. Describe the experiences and/or personal identities/characteristics, or qualities (e.g. disability status, racialized identity, gender, ethnic identity, sexual orientation, etc.) that you bring that would be helpful in working with diverse populations. *Maximum 300 words.*

**NOTE:** When answering this question, please consider ... how who you are, what you bring and how your personal/professional experiences shape how you interact with others.

3. In applying for a professional program, how have you prepared yourself both personally and professionally to undertake Social Work studies ([see here](#))? What do you identify as areas of strength and areas for growth? Maximum 150 words

**NOTE:** When answering this question, please consider your professional (from volunteer and work experience) skills, abilities and attributes in addition to academic and /or personal strengths and opportunities for growth.

- While answers should be fully developed, please limit the length of your responses to the number of words indicated for each question as the form will not allow more than the maximum word count.
- Each answer should be written in essay format. Do not use point form.

#### **Evaluation Criteria**

Each answer will be evaluated according to the following criteria:

- Completeness and content of answers
- Writing style; the ability to communicate clearly including use of language, organization and comprehensibility
- Demonstrated analytic ability including evidence of scholarship
- Creativity and originality

## Two Confidential References

The School of Social Work requires the completion of Confidential Reference Forms from TWO persons who are in a position to provide statements concerning your personal





qualifications for entry into undergraduate social work education. **If possible, both references should be from a work and/or volunteer experience, preferably in the social services.** If not, choose individuals who know you well and will be able to respond to the majority of the categories on the reference form. Referees cannot be Faculty Members unless you have other than a student relationship with them, **nor can they be family members or friends.** References may be from any of the following three sources:

**Category A: Work Source** – a direct supervisor (practicum or employment) who has observed and supervised the applicant.

**Category B: Voluntary Source** – a representative from an organization, board of directors, service club, or group with whom the applicant has volunteered.

**Category C: Professional Source (from a professional perspective)** – A social worker, physician, nurse, allied health professional, chaplain, or similar community based professional, who knows the applicant in a more professional capacity.

Applications will be disqualified (incomplete file) and will not be reviewed if referees do not fit the criteria listed above.

Examples of inappropriate referees:

- Family members, friends, and or neighbours
- Applicant's personal therapist, doctor or allied health professional
- Professor

**Applicants are directed to provide Referee information at the beginning of the application and will then be prompted to complete the remainder of the application. It is recommended to begin this process *well in advance* of the application deadline.** Applicants are encouraged to contact their referees once they have submitted the referee information on the application in order to confirm that referees have received the notification. Please note the application system will allow you to start/stop and save your application as you go.

You will enter the contact information for your referees into the online application form. Your referees will be emailed instructions about how to complete and submit your references. The referee will be asked to complete an online form which includes a checklist of criteria and specific responses to the following:

1. Applicant's suitability for Social Work (e.g., social advocacy; caring; empathy; professionalism).
2. Applicant's interpersonal capabilities and strengths (e.g., ability to accept and incorporate constructive feedback; ability to function in stressful situations; ability to understand people and their life's challenges).



Referees have two weeks to complete references once they receive the link until the final deadline of March 15th.

References are confidential, are not available to applicants, and are used only for admission purposes. If an applicant is reapplying to the BSW program, two new references must be submitted but the same referees may be used again.

**Please Note: Applications with less than two references will be considered incomplete and will not be reviewed.**

## **APPLICATIONS FROM INDIGENOUS STUDENTS**

The School of Social Work celebrates the gifts that Indigenous students bring to post-secondary education. We also recognize the discrimination and systemic barriers that Indigenous learners have faced and continue to face in the pursuit of education. In accordance with the UN Declaration on the Rights of Indigenous People and Calls to Action from the Truth and Reconciliation Commission of Canada, the School has designated two places in its BSW program for Indigenous learners who meet all admission requirements for the program.

If you would like to be considered under this designation, in 200 words or less, please indicate in your application; discuss how your culture has influenced your decision to pursue a career in social work and how it will benefit a career in social work.

Please note: under this designation, whenever possible, students will be encouraged to complete their practicums in Indigenous-led organizations or by offering services to Indigenous populations.

## **APPLICATIONS FROM FRENCH LANGUAGE STUDENTS**

The School of Social Work recognizes the two official languages of Canada and has designated one place in its BSW program for French Language learners who meet all admission requirements for the program.

If you would like to be considered under this designation, in 200 words or less, please indicate in your application; discuss how the French language has influenced your decision to pursue a career in social work or how it would benefit a career in social work.

Please note: under this designation, whenever possible, students will be encouraged to complete their practicums in French speaking organizations or by offering French language social work services.



## APPLICATIONS FROM BLACK AND PEOPLE OF COLOUR STUDENTS

The School of Social Work recognizes the discrimination and systemic barriers that Black and People of Colour learners have faced and continue to face in the pursuit of higher education. The School has designated two places in its program for Black and People of Colour learners who meet all admission requirements for the program.

If you would like to be considered under this designation, in 200 words or less, please indicate in your application; discuss how your identity(ies) have influenced your decision to pursue a career in social work and/or how it would benefit a career in social work.

## BSW APPLICATION INSTRUCTIONS

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Applications to King's University College BSW program are submitted online to the School of Social Work. The application is self-administered. Applicants are responsible for submitting the application and all supporting documents online by March 15<sup>th</sup> for consideration for admission the following September.

An applicant's file will not be processed unless all documentation required for admission to the BSW program is submitted. Applicants are advised to retain a copy of all application materials submitted.

### IMPORTANT:

A @uwo.ca email address and student number will be required to start the application. Applicants from other universities, who are not currently, or have never been, registered at King's, Brescia, Huron University Colleges, or Western University, must FIRST apply directly to King's through the [OUAC Centre](#) prior to March 1<sup>st</sup>. Questions regarding [general admission](#) to King's University College should be directed to King's Enrolment Services. They may also be reached by telephone: 519-433-3491, or 1-800-265-4406.



# MARCH 15th APPLICATION DEADLINE FOR 2024

All application information may be found on the School's website:  
<https://socialwork.kings.uwo.ca/>

[Click Here to Apply](#)

When you apply to our program, your **Admissions File** in the School of Social Work will be comprised of these application materials in addition to correspondence and transcripts.

Application Materials and Due Dates for 2024	
<b>Due March 15</b>	<input type="checkbox"/> Application Form
	<input type="checkbox"/> Personal Profile of Work, Volunteer and Professional Development
	<input type="checkbox"/> Unofficial Transcripts and Course Outlines from Other Universities (if applicable)
	<input type="checkbox"/> Supplemental Questions
	<input type="checkbox"/> Essential Requirements Acknowledgement
	<input type="checkbox"/> Two References
<b>July 1</b>	Applicants must complete academic requirements for admission by July 1.

The School of Social Work evaluates each applicant according to our academic and non-academic requirements for admission, as outlined in this Guide.

To reduce our impact on the environment, all communications from the School of Social Work will be via email.

Applicants will be notified about the status of their application in the following ways:

## Dates and Official Correspondence

<b>End of April</b>	Letters to applicants who have not met the non-academic requirements
<b>End of May or early June</b>	Letters to applicants who have completed academic requirements (offers, application still being considered) Letters to applicants requiring summer school
<b>End of July to End of August</b>	Final Decision Letters after summer grades are received from applicants attending summer school.

Applicants who are offered admission are given a timeframe within which to accept or decline the offer.

All application materials become the property of the School of Social Work, King’s University College. All personal information and supporting documentation is **CONFIDENTIAL**, maintained in a secure file, used only for admission to the professional Social Work Program, and available only to individuals directly associated with the BSW Program.

Admission may not be deferred; however, an applicant may reapply for admission to the BSW program.

## SCORING AND SELECTION PROCESS

### Scoring

Enrolment in the professional BSW Program is limited. Each year the School admits approximately 45-50 students, including both full-time and Extended Study students.

In the admissions process, candidates are selected according to a scoring system based on academic and non-academic criteria. To be considered for admission, applicants must be **academically eligible** (meaning EACH of the minimum academic criteria must be met), and **non-academically eligible** (meaning that they score 30 or higher out of 50 possible points).

Candidates who meet BOTH of these requirements – academic and non-academic – may be considered for admission, and will have a **TOTAL OVERALL SCORE** calculated out of a possible 100 points, as follows:



Scoring System	
Academic Score	Out of 50 points
Personal Profile	Out of 30 points
Supplemental Questions	Out of 20 points
<b>TOTAL OVERALL SCORE</b>	<b>Possible 100 points</b>

An applicant's TOTAL OVERALL SCORE (out of 100 points) determines admission to the Professional Social Work Program. Meeting the minimum requirements guarantees the application will be considered, however, it does not guarantee admission. As the applicant pool changes from year to year, what is considered a competitive total overall score also changes yearly. A list of candidates' Total Overall Scores is ranked in order from highest to lowest. Offers of admission are awarded to those candidates with the highest Total Overall Scores (comprised of both the academic and non-academic scores as noted above).

## Notification of Admission

The School of Social Work communicates one of the following messages with all applicants: an offer of admission, a conditional offer of admission, a waiting list notification, or notification that they will not be receiving an offer of admission. This communication is sent to the applicant's Western email address.

*Final decisions for students registered in summer school are made as soon as final grades are received. A wait list is established and remains active up and until the start of the program in September.*

Please note: waitlisted applicants who have not received an offer by September 1<sup>st</sup> will be not be receiving any further communication from the School.

## Application Withdrawal

An applicant who decides to withdraw their application at any point after submission is asked to notify the School by email to the School's [Programs Assistant](#), as soon as possible.

## Retention of Application Materials

Documents submitted by applicants who are not accepted into the Professional Social Work Program will be retained by the School for one year, at which time files will be destroyed.



## ACCESSIBLE EDUCATION AT KING'S

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The School of Social Work and King's University College are committed to achieving barrier free accessibility for persons with disabilities studying at [King's](#) . As part of this commitment, there are a variety of services and resources available to students with disabilities that will enhance and ensure continued success throughout their university experience.

The principle of accommodation involves dignity, individualization and inclusion (The Ontario Human Rights Commission, 2008). Due to the professional and experiential nature of the Bachelor of Social Work program, in keeping with the CASW Code of Ethics, both the School and the student have an obligation to ensure that the student maintains the best interests of clients as a priority and strives to carry out the stated aims and objectives of their practicum placement, consistent with the requirements of ethical social work practice.

## FINANCIAL SUPPORT

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### Fees

BSW tuition fees are payable to King's University College. Current fee schedules and other important financial information may be found at [Student Financial Services](#).

### Financial Support

A number of Social Work awards and bursaries are available to students in the professional program. Our students are also free to apply for many of the awards and bursaries available at King's University College. **Application deadlines generally fall at the end of September.** Interested candidates are encouraged to review the criteria for scholarships and bursaries at <http://www.kings.uwo.ca/current-students/money-matters/>. BSW students may be eligible for a number of King's scholarships, awards and bursaries. For a full listing of awards administered by King's University College, refer to <http://www.kings.uwo.ca/current-students/money-matters/scholarships-awards-and-bursaries/>. For a full listing of Social Work specific scholarships, awards and bursaries, please refer to: <https://www.kings.uwo.ca/current-students/money-matters/scholarships-awards-and-bursaries/>

**The following is a list of Social Work specific scholarships, awards and bursaries.**



Academic Award in the Social Work Program  
Board of Governor's Gold Medal in the Social Work (Honours) Program  
Catherine Martin Award  
Continuing Scholarships  
Convery, David and Patricia Student Award in Social Work  
Dr. Linda Spano Social Work Student Award  
Dr. Peter McMahon Award  
Elisa Canzona Award  
Jahnke Family Award  
Social Work Bursary  
Sunlife Financial Social Work Scholarship  
Susan J. O'Neil Award for Excellence in Social Work Practice  
Thomas J. Smith Student Award







School of  
Social Work



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Email: [socialwork@kings.uwo.ca](mailto:socialwork@kings.uwo.ca)

[kings.uwo.ca/socialwork](https://kings.uwo.ca/socialwork)