MSW ADMISSIONS GUIDE 2024

1-Year MSW

DEDICATED TO GROWTH

KING'S
Western University • Canada

School of Social Work

Western Graduate & Postdoctoral Studies

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CONTACT INFORMATION

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FAX: **519-433-8691**
WEB: https://socialwork.kings.uwo.ca/

If you require general information or require the MSW Admissions Guide in an alternative format, please do not hesitate to contact the Social Work Programs Assistant in the School of Social Work by email or at ext. 4445.

MSW Program Information: socialwork.kings.uwo.ca/msw/

School of Graduate & Postdoctoral Studies, Western University: www.grad.uwo.ca

Please direct all other questions about the MSW program and application process to:

Tosha Densky, MSW
Programs Liaison
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519-433-3491 or 1-800-265-4406 ext. 4328

DEDICATED TO GROWTH

OVERVIEW

Affiliated with the School of Graduate and Postdoctoral Studies at Western University, the King's University College School of Social Work offers a 1-Year **Direct Practice** Master of Social Work program. The program is course-based with an advanced practicum and students are admitted to the program for September each year. Approximately twenty students are admitted to the 1-Year program each year.

The 1-Year Master of Social Work at King's is intended for applicants who have completed a Bachelor of Social Work degree. Applicants who do not hold a BSW designation should refer to the Admissions Guide for the 2-Year Master of Social Work Program.

Applicants must ensure they apply to the appropriate program.

The King's University College School of Social Work 1-Year MSW Admissions Guide provides information about the 1-Year MSW program, student resources, admission requirements and application procedures. Potential applicants are asked to carefully read the information and follow the instructions as outlined. This document is best viewed online as there are many links to additional information.

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 September 29, 2022)

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.

ACCREDITATION

The 1-Year Master of Social Work program is fully accredited by the Canadian Association for Social Work Education (CASWE).

Professional Ethics

While in the 1-Year MSW program, students are expected to behave in accordance with the Code of Ethics of the Canadian Association of Social Workers (CASW) and the Code of Ethics and Standards of Practice of the Ontario College of Social Workers and Social Service Workers (OCSWSSW) both in the academic environment and field education settings.

Land Acknowledgment

We acknowledge that our campus at King's University College is situated on the traditional territories of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Chonnonton 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).

Statement of Commitment To Indigenous Peoples

The School of Social Work at King's University College recognizes and acknowledges that we are located in the traditional territories of Indigenous peoples. Given this complex history, we will treat the land and Indigenous people with respect and care, and the School of Social Work will continue to enlarge its commitment to incorporating Indigenous knowledge and practice into the curriculum.

Approved by Faculty Committee, December 2008
Approved by School Council, January 2009

Professional Suitability

ESSENTIAL REQUIREMENTS FOR MSW PROGRAM - For Students

These are the essential requirements necessary to provide reasonable assurance that students can complete the Master of Social Work (MSW) 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 an MSW program at King's University College, please review the outline of essential requirements listed in this statement.

Rationale

These are essential requirements of the Masters of Social Work program. The MSW provides eligibility for membership to 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. Attendance, Participation and Timely Completion

Students must attend classes and 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 make alternate arrangements in a timely fashion (i.e. in advance of the commitment and as soon as the barrier to participation is known to or anticipated by the student). 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 (i.e. stay awake during classes or client interviews).

Requirements:

- 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.

2. Wellness and Management of Personal Needs

Due to the high psychological and emotional demands of social work practice, where work- related stress and burnout is possible and where clients remain the central focus of our work, social work students need to be able to recognize (or at least be open to learning how to recognize) their own individual signs of stress or risk to their health and wellness and to develop an appropriate means 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.

Requirements:

- The capacity to recognize (or at least an openness to learning how to recognize) their signs of stress and/or declining health and wellness;
- The ability to develop an appropriate means to address and maintain emotional/ psychological wellness;
- The capacity to seek supportive resources and/or health care support, if necessary;
- The ability to clearly 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.

3. Judgement, Self-regulation and Relationship Skills

Social work students need to demonstrate an ability to observe, examine and assess complex situations, and to use this information to construct and enact safe and effective professional responses to clients, peers, supervisors, colleagues and the public. 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.

Requirements:

- The ability to identify and critically reflect on various contexts for the issues people face, including 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 word and professional practice and respond constructively;
- The ability to identify, critically reflect on relevant contexts which influence how people experience difficulty, and use this reflection to develop integrated responses to academic and field placement challenges;
- The ability to appreciate and respond to complexity in social work practice;
- The ability to identify when a practice issue is outside your scope of expertise or when one's practice may be negatively affected by personal experience and/or reactions;
- The ability to establish and maintain respectful relationships with clients, academic staff, supervisors and peers;
- Ability to develop, articulate and maintain appropriate professional boundaries;
- Demonstrate appropriate boundaries in professional relationships consistent with the practice setting and social work standards;
- Manage tensions and challenges in relationships with clients, individuals, groups and communities appropriately while on placement;
- The awareness of how one's personal actions (including use of social media) impacts 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. 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.

Requirements:

- 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 behavior;
- An ability to apply ethical principles and processes to decision making in 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.

5. 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.

Requirements:

- 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 on others;
- The capacity to understand and implement academic and practice conventions to construct written text in an appropriate manner for the intended audience;
- The ability to write academically (high quality, appropriately referenced papers) as well as professionally (assessments and case notes).

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.

Requirements:

- 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 our assumptions about others challenged;
- Capacity to understand and relate to the feelings of others;
- Ability to validate another person's perspective.

7. Linking Knowledge to practice

Social work students need to recognize the components of the bio-psycho-social-spiritual perspective of social work practice and various social work practice methodologies (e.g. clinical practice, policy analysis, community work, research). They are expected to use this knowledge in conjunction with a respect for alternative and marginalized knowledges, when making informed decisions to engage clients, client systems and other professionals.

Requirements:

- 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;
- Ability to integrate and implement professional and marginalized knowledge in practice;
- Ability to locate, conceptualize, and use appropriate knowledge in response to academic assessment items;
- Ability to apply professional and marginalized knowledge of policy and procedures in the field placement;
- Ability to identify, critically analyze and synthesize theoretical and empirical knowledge from various appropriate sources to inform assessment and the development of practice responses.

Reasonable Accommodations

You may need special arrangements to meet your academic obligations inclusive of Practicum. For an accommodation request the processes are as follows:

Accessibility Services

Students using the services provided by Accessibility Services have disabilities which may include, but are not limited to, vision, hearing and mobility impairments, learning disabilities, psychiatric disabilities, chronic illnesses, chronic pain, and attention deficit/hyperactivity disorders.

New students are encouraged to contact Accessibility, Counselling and Student

Development as soon as possible (preferably no later than August 1) to make an appointment with an Accessibility Counsellor to discuss academic accommodations for the Fall/Winter term, and to learn how Accessibility Services can assist in making the university experience a positive and rewarding one.

You must request accommodation for every academic session, including fall/winter, and intersession or summer courses.

Practicum

If you wish to have accommodations applied to your practicum, a meeting with an Accessibility Counsellor must have occurred prior to the practicum planning interview with the Field Education Office. The completion of the Field Education Practicum Accessibility Form (https://forms.kings.kucits.ca/Forms/SSW-FEPA) will be completed with your Accessibility Counsellor and must be submitted to the Field Education Office in advance of your practicum planning interview.

For all other Practicum-related matters (extensions, absences…), please refer to the Field Education Policies and Guidelines Manual.

Academic Accommodations

Academic accommodation can refer to missed classes, tests/exams or deadlines for written work. Students who request academic accommodation based on medical or compassionate grounds for course work/assignments/tests worth 10% or less of the overall grade should consult their Instructor directly. Your Instructor will advise you of their policy with respect to work worth 10% or less of the course grade.

Students who request a due date extension based on medical or compassionate grounds for course work or written assignments worth more than 10% of the overall grade should proceed as follows:

Short Term Extensions for Non-Medical Reasons: The request for a short term extension (5 days or less) for non-medical reasons is to be made to the Instructor in writing (email is fine) and will be replied to in writing by the Instructor (again email is fine). The form of documentation is determined by the Instructor. If an extension is warranted the Instructor will indicate in the email the revised due date for the assignment.

All Other Requests for Extensions: Medical Grounds, Other Grounds Requiring Documentations, Extensions Past Five Days:

Students requesting an extension for medical reasons or an extension in excess of five days for non- medical reasons will be asked to alert their Instructor that they will be

seeking an extension and make an appointment to meet with an Academic Counsellor. In most cases this would be the Social Work Programs Liaison. Alternatively an undergraduate student could choose to meet with an Academic

Counsellor from the Academic Dean's office. The choice is up to the student. A student's request for an extension will be reviewed by the counselor based on appropriate documentation. Those students who are requesting an extension for medical reasons will be asked to provide a Student Medical Certificate (SMC) which may be found at: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf .

After discussion between the student and the counsellor, the counsellor will advise the faculty member if the student is experiencing difficulties that warrant academic accommodation, and direct the student to the faculty member to negotiate an accommodation. If the faculty member agrees to an extension, the details (including new due date) are to be provided to the student in writing (email). A copy of this correspondence is sent to the Director to alert them to the possibility of a student in academic difficulty.

School Council April 2023

MSW PROGRAM

OBJECTIVES

The general objectives of the Direct Practice MSW program offered by the School of Social Work at King's University College are to:

1. Educate social workers for advanced direct practice roles with individuals, families and groups
2. Develop social work administrative and supervisory competence
3. Consolidate community based responses to social need influenced by social planning and social policy knowledge
4. Enhance research based competency in a direct practice context

Upon graduation from our MSW program students will have the ability to:

1. Explain the unique social work perspective on helping others
2. Practice ethically
3. Effectively communicate their ideas both verbally and in writing
4. Assess situations and individuals effectively
5. Develop and implement effective interventions
6. Explain the theoretical foundations of their work
7. Critically evaluate claims to knowledge and truth
8. Confidently engage in discussion and practice with other allied professionals
9. Develop an advanced understanding of and ability to apply one or more models of social work practice
10. Situate their intervention within a "person-in-environment" framework
11. Conduct research that examines the efficacy of social work practice at the case and program level
12. Utilize a supervisory relationship to further develop social work skills
13. Advocate effectively at the individual case and social policy level
14. Critically examine the policies and practices of their agencies and workplaces
15. Take leadership in the field and promote the values and ethics of the profession
16. Participate in the training and education of future social work students

PROGRAM DELIVERY

The MSW program is structured to deliver graduate courses in three academic terms: Fall, Winter and Summer. Students are required to maintain continuous enrollment through to program completion. The Graduate Summer term extends from April through to the end of August; however, in most situations, MSW program requirements are completed by the middle of July.

Students complete the field education practicum over two terms, three days per week from January to June in the first year, and over the first two terms, three days per week from September to April in the second year. There are a limited number of block placements (placements that run from the end of Winter Term into the Summer Term) available each year. Contact the MSW Practicum Coordinator (Kylene.Dube@kings.uwo.ca) for more information.

The 1-year MSW program is completed on a full-time basis over 12 months. Our courses are delivered face-to-face; we do not currently offer a distance studies option.

CURRICULUM

The 1-Year Direct Practice MSW program requires completion of the following components:

- Program Engagement (Milestone)
- 6 required courses
- 2 electives
- An Advanced Practicum and Integration Seminar
- 3 Professional Development Workshops (Milestone)
- An Integrative Capstone Exercise (Milestone)

Program Engagement and Milestones

Over the first week of classes students participate in a series of seminars and structured exercises with the following objectives:

- To introduce students to the MSW program and to the model of adult education that serves as a framework for learning
- To provide opportunities to meet the faculty, staff and fellow classmates
- To familiarize students with the graduate level supports and services available to them at King's and Western
- To familiarize students with the technological platforms that support student learning at King's

- To familiarize students with the library and the research resources available and
- To reinforce a sense of identity with the profession and with professional practice

Milestones: Professional Development Workshops

Over the course of the year, the School of Social Work sponsors a series of five professional development workshops on topics of interest identified by practicing social workers in the London community. Students are required to attend a minimum of three of these half-day workshops over the course of the year.

Examples of recent Professional Development Workshops:

- Mindful Self-Compassion
- Conflict Resolution
- Legislative changes to Child Welfare: Duty to Report
- Cognitive Behaviour Therapy (CBT)
- Sexual Diversity
- Trauma-Informed Yoga
- Intimate Partner Violence

Required Courses

- SW 9801: Modern and Post Modern Social Work Direct Practice Theories
- SW 9802: Advanced Evaluation in Social Work Practice
- SW 9803: The Canadian Policy Context: Responses to Poverty and Social Problems
- SW 9804: Application of Social Work Direct Practice Theories
- SW 9805: Social Work Administration and Supervision
- SW 9807: Critical Reflection and Appraisal of Social Work Practice
- SW 9800: Advanced Practicum and Integration Seminar

Field Education

The Practicum provides students with an opportunity to practice in a social work setting, receive professional instruction and supervision, and engage in a dynamic process directed toward the integration of theory with practice. Accreditation requires the completion of a minimum of 450 hours of supervised practice for a one-year MSW program. Please see the King's School of Social Work Field Education website for details.

In order to be eligible for practicum, students are required by the School's Field Education office to complete specified preparatory training. Practicum sites may also stipulate particular requirements be completed prior to the commencement of a field placement (eg. Medical tests for health care settings, vaccines). There may be travel and parking expenses related to completing a practicum. Any costs associated with practicum are the responsibility of the student.

Possession of a criminal record does not disqualify an applicant from admission to the MSW program. During the course of the MSW program however, a police check of record of offences and vulnerable sector screening are required by a potential practicum agency, at the student's expense. The majority of agencies currently require a police vulnerable sector check prior to the commencement of a social work practicum. Students who are unable to meet these requirements may experience delays in completing the program.

Many students seek admission to a Social Work program with the goal of providing counselling or therapy. It should be noted that social work practice requires a broad range of skills which is reflected in both the social work curriculum and the breadth of available practicum opportunities. Field education sites and corresponding learning opportunities mirror the diversity of settings in which social workers are employed.

Note: According to the Ontario College of Social Workers and Social Service Workers, psychotherapy is not considered an entry to practice competency (Practice Guidelines for Performing the Controlled Act of Psychotherapy).They recommend that graduates of accredited social work programs have additional specialized training and 2000-3000 hours of supervised practice (2-3 years) beyond their educational program in order to be considered competent to perform the controlled act of psychotherapy. Students need to be aware of these recommendations and that a private practice field placement is not an endorsement of readiness for independent practice.

Elective Courses

The School of Social Work offers two electives in the Winter term and two in the Summer term. Students will be canvassed for their preference. The School guarantees one top preference from each student. Students may select from these elective offerings, or with permission, may choose a half-credit course from another graduate discipline. The School of Graduate and Postdoctoral Studies provides a list of Interdisciplinary and Cross-Disciplinary Courses. Students may also complete an independent study on a topic of their choosing with permission from the School.

Electives offered by the school are updated annually and are organized around two themes:

- Courses that address the theories that underlie and teach the skills that are required to implement specific interventions or models of social work practice
- Courses that prepare students for direct social work practice with specific populations

Examples of recent electives are:

- Narrative Practice
- Trauma-Informed Care
- Social Work and Mental Health
- Advanced Practice with Addictions
- Critical Clinical Social Work Theory and Practice

Integrative Capstone Exercise

Students working in small groups are given the opportunity to demonstrate the knowledge and skills they have acquired through their MSW program by engaging in a major case study exercise. During the practicum time period, students are directed to examine a case from all levels of practice to present a plan of action that identifies required resources and includes recommendations for policy changes and advocacy initiatives if appropriate. The presentations are made to a small panel of practicing social workers and faculty who provide feedback on the appropriateness and feasibility of the student recommendations.

MSW Course and Milestones Schedule

MSW Course and Milestones Schedule	
Fall Term	ASIST Training (Required) SW 9800 – Advanced Practicum (continues in Winter Term) SW 9801 – Modern and Post Modern Social Work Direct Practice Theories SW 9805 – Social Work Administration and Supervision SW 9807 – Critical Reflection and Appraisal in Social Work Practice PD Workshop(s) (Milestone)
Winter Term	SW 9800 – Advanced Practicum (continues from Fall Term) SW 9802 – Advanced Evaluation in Social Work Practice SW 9804 – Application of Social Work Direct Practice Theories Elective A (select one from available options) Reflective Practice Project (RPP) Integrative Capstone Exercise (ICE) PD Workshop(s) (Milestone)

Summer Term	SW 9803 – Social Work Policy Context Elective B (select one from available options) Reflective Practice Project (RPP) Integrative Capstone Exercise (ICE) SW9800 BLOCK Practicum (by request and approval)

ADMISSION REQUIREMENTS

ACADEMIC REQUIREMENTS

To be considered for admission, applicants must be academically eligible; EACH of the following academic requirements must be met:

1. Completion of an accredited Bachelor of Social Work (BSW) degree.
2. Successful completion of a course in Research Methods at the university level. Please note that continuing Education Courses do not meet this requirement. The Research Methods course must cover both qualitative and quantitative research methods. There is no specific minimum grade requirement.
3. A minimum average of 70% in academic courses taken in the last two years of full-time (undergraduate or graduate), or the last 20 half-courses in part-time study.
4. Verification of completion of academic requirements must be available by August 31st.

If you have not completed a BSW or a 4-year Bachelor Degree, and are therefore not currently eligible to apply for the MSW Program, you may consider applying for our BSW program.

Meeting the minimum academic requirements makes the student eligible to apply to the program but does not guarantee admission.

INTERNATIONAL STUDENTS

Applicants who obtained their Bachelor of Social Work outside of Canada must provide confirmation from the Canadian Association of Social Work that their degree has been assessed as equivalent.

Applicants whose first language is not English must provide official proof of proficiency in English. Please note that applicants from countries where English is an official language, and whose language of instruction was in English, will be exempt from providing proof of English proficiency. In these instances, applicants may reach out to the School of Social Work and request an English Language Exemption form to be submitted with their application.

Official Proof of Proficiency in English

Applicants whose first language is not English must furnish evidence of their proficiency in

the use of the English language by a satisfactory achievement within the last two years in one of the following:

1. The Test of English as a Foreign Language (TOEFL)
    a. Internet Based: The minimum acceptable score is 100, with no score less than 23 on each of the 4 skill categories
    b. Standard Electronic Version: 250 for the standard electronic version and minimum score of 5/6 on the Test of Written English
    c. Paper Based: minimum total score of 600 and minimum score of 5/6 on the Test of Written English (UWO's TOEFL ID is 0984)
2. The International English Language Testing Service (IELTS) of the British Council. A minimum score of 7 on the overall test and on each subcomponent. The IELTS is offered in 6 test centres in the US and 3 in Canada.
3. The Canadian Academic English Language Assessment (CAEL Assessment). The minimum acceptable score is 60. The CAEL Assessment is offered in several countries throughout the world as well as Canada.
4. Duolingo English Test. The School of Graduate and Postdoctoral Studies will continue to accept Duolingo scores as proof of English proficiency for admission. A minimum overall score of 115 is required.

Students who are required to present proof of proficiency in English must make their own arrangements to write the TOEFL, IELTS, CAEL, or Duolingo and to have the official results sent directly to the School of Graduate and Postdoctoral Studies at Western University by the testing agency. Other formal evidence of graduate level proficiency in English (as determined by the School of Graduate and Postdoctoral Studies) may be considered in lieu of these test scores. Western University must receive test scores by the application deadline.

Due to the additional time required to gather documents for international applications, applicants are advised to begin the process well in advance of the application deadline.

PART-TIME STUDIES

The MSW Program is only offered on a full-time basis.

TRANSCRIPTS

Applicants are required to provide an academic history at the time of application including all post-secondary institutions attended. Applicants may upload copies of documents to their online application, including unofficial transcripts. If offered admission, official final transcripts from all institutions will be required as a condition of

admission.

Credit for Prior Graduate Work

"At the time of the student's admission, a program may reduce its requirements if it is satisfied that the student has completed equivalent work that has not counted toward a previous degree." (Section 6.10, School of Graduate and Postdoctoral Studies Course Regulations). If an applicant has completed graduate courses at another university, they may request consideration by the School of Social Work, King's University College, at the time of application for the course(s) to be credited toward an elective requirement. Detailed course outlines (syllabus, not Calendar descriptions) are required.

The University does not grant course credit for work and/or volunteer experience. Only 25% of a student's course requirements may be waived.

As Master's students must maintain continuous registration in the program, tuition must still be paid for the term(s) in which the student is not completing a course requirement that has been waived. Options may be available to the student to complete other course work during that term dependent on course sequencing.

Non-Academic Requirements

Confidential References

The School of Social Work at King's University College requires the submission of TWO confidential references as part of the application process.

In order to allow time for references to be submitted by the January 15 deadline, applicants are advised to complete the Reference portion of the application *well in advance* of the application deadline. You may complete the remainder of the application at your convenience prior to the January 15 deadline.

References must be from the following three sources: One reference from Category A, and a second reference from either Category A, B or C.

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

Category B: Voluntary Source – a representative from a voluntary board, organization, or group with whom the applicant has volunteered, preferably in a supervisory capacity.

Category C: Professional Source (from a professional perspective) – A social

worker, physician, nurse, psychologist, psychiatrist, chaplain, or similar community based professional, who knows the applicant in a professional capacity. Please note that personal references are not appropriate, nor are references from social workers, psychologists, or other health professionals with whom you are seeking personal services from.

The School does not require or accept academic references. A university professor may not provide a reference for any of the three categories, unless that professor is writing a reference in the capacity of supervisor of a research assistantship or teaching assistantship.

The contact information for your referees is entered into the School of Graduate and Postdoctoral Studies 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 two questions:

1. Using any of the criteria included on the reference form, please provide two specific examples that indicate why this applicant should be accepted into a graduate program in Social Work.
2. Please explain how this candidate would make a contribution to the profession of Social Work in the future.

Referees will be asked to provide an explanation justifying their ranking.

An applicant selects two individuals who have knowledge of their potential for undertaking graduate studies in Social Work.

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

Resume

A minimum of 1000 hours of relevant experience (paid or unpaid) in the social and/or human services is required. Preference will be given for direct practice hours in a social work capacity. Please see Page 16 for more details.

Q. What do we mean by “human services”? Social Workers are employed in a variety of sectors such as health care, education, justice, not-for profits organizations, etc., and many human service organizations have volunteers assisting with their service delivery. Applicants should be aware that volunteer work completed in an organization mandated to provide human services will be weighted greater than volunteer work performed in other organizations. The School keeps the definition broad in order to allow applicants

to bring forward and highlight all of their relevant experience.

Applicants are expected to submit their resume using the following template: Resume Form

The detailed resume lists, separately, under the headings provided, your experiences in the areas indicated. Please list experiences chronologically beginning with the most recent. The resume may be completed in point form.

The School of Social Work is interested in the experiences of candidates in the areas listed below; however, it is not our expectation that applicants will have experience in all of these areas.

Employment Experience:

- dates
- agencies/organizations
- positions held
- whether the positions were full-time or part-time
- a brief description of your roles, duties and responsibilities

Practica:

- dates
- agency/organization
- field instructor's name and title
- a brief description of your roles, duties and responsibilities

Leadership Experience (including supervisory and field instruction):

- dates
- agencies/organizations
- a brief description of your roles, duties and responsibilities

Volunteer Experience:

- dates
- agencies/organizations
- positions held
- a brief description of your roles, duties and responsibilities

Membership in Volunteer Associations (including committee involvement at post-secondary institutions):

- dates
- associations
- if applicable, a brief description of your roles, duties and responsibilities

Membership in Professional Associations:

- dates
- associations
- if applicable, a brief description of your roles, duties and responsibilities

Please include, if applicable, membership in the Ontario Association of Social Workers (OASW), the Ontario College of Social Workers and Social Service Workers (OCSWSSW) or related organizations.

Community Recognition:

- awards and other forms of recognition by the community

Education and Professional Development:

- degrees; certificates; diplomas
- academic awards

For the past three (3) years only, please indicate clearly:

- workshops and conferences attended
- ongoing professional development activities
- language skills (including sign language)

Research Activities: Research activities may be included in paid employment, volunteer or other headings such as practica or leadership experience. If research activities are applicable, please make sure to include the following:

- dates
- research grants awarded
- your roles, duties and responsibilities
- any products of the research
- presentations given at conferences, workshops, staff development and training
- any publications; please list separately refereed and non-refereed publications

Summary of Relevant Human Services Experience

In addition to the resume, applicants must include with their application a one page

summary of hours of related experience, noting the setting, dates, and number of hours at each setting.

Applicants are expected to submit their summary using the following chart template: Experiences Summary Form

Experiences that are considered an asset include both direct social services work and indirect human services work. Direct social services work includes, but is not limited to, positions in mental health agencies, crisis centers, shelters, case work/management, settlement work, etc. Indirect human services work includes, but is not limited to, positions such as camp counselling, administrative assistant, sports and recreation coaching, research, teaching, volunteer coordination, etc. Although the resume will include all work, volunteer and professional education experiences, the Experience Summary Form will only list particular experiences relevant to direct and indirect social/human service practice hours. For example, an applicant may list work experience in a bank, or retail business in the resume form. This experience would not be included in the Experiences Summary Form.

Supplemental Questions

The supplemental questions are important components of the non-academic requirements for admission.

Applicants are expected to submit their supplemental question responses using the following form: 1 Year MSW Supplemental Questions Form

Instructions for Supplemental Questions

- There are two parts to the supplemental questions that are to be uploaded as part of the online application: personal statement and case summary
- While answers to both sections should be fully developed, please limit the length of your responses to the number of words indicated for each part. **Answers beyond the maximum limit indicated will not be read**
- 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:

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

- Creativity and originality
- Completeness of answers

Personal Statement

- The Personal Profile is comprised of four (4) questions
- Answer each Part A question separately in essay format. Do not use point form
- Complete the Personal Profile using the form provided: 1 Year MSW Supplemental Questions Form

1. What are your career goals or aspirations following the completion of graduate education in Social Work? Please comment on how the King's MSW program will meet your learning needs. (Maximum 100 words)

2. Describe the experiences and/or personal identities, 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 150 words)

3. Considering professional readiness for practice (*see here*), how have you prepared yourself both personally and professionally for graduate level studies and practice? What do you see as your personal strengths and what do you identify as areas for growth? (Maximum 150 words)

4. Describe a relevant contemporary social issue of interest to you. Discuss how this issue relates to a Direct Practice MSW program, like the one offered at King's, and how you might develop a response to this issue within this Direct Practice context (Maximum 300 words)

Meeting the minimum non-academic requirements makes the student eligible to apply to the program but does not guarantee admission.

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 up to two places in its MSW program for Indigenous learners who meet all admission requirements for the program.

If you would like to be considered for one of these spaces in the program, please complete the following form Additional Considerations Form and discuss how your culture has influenced your decision to pursue a career in social work. Please note that while we do not offer the MSW program in Indigenous languages, if and where appropriate, applicants who apply under this status will be encouraged to complete their practicums in Indigenous-led organizations and/or by providing social work services to Indigenous populations.

Applications from French Speaking Students

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

If you would like to be considered for this position, please complete the following form Additional Considerations Form and discuss how the French language has influenced your decision to pursue a career in social work and/or how it would benefit a career in social work. Please note that while we do not offer the MSW program in the French language, if and where appropriate, applicants who apply under this status will be encouraged to complete their practicums in French language organizations and/or by providing French language social work services.

Applications from Black Students and People of Colour

The School of Social Work recognizes the systemic barriers black students and/or people of colour face. We have designated up to two places in the MSW program for black students and/or people of colour who meet all admission requirements for the program.

If you would like to be considered for this position, please complete the following form Additional Considerations Form and discuss how your identitiy and/or culture has influenced your decision to pursue a career in social work and/or how it would benefit a career in social work.

Applications from Members of Traditionally Marginalized Groups and/or Other Barriers to Education

Applicants who are members of a traditionally marginalized group, or who have experienced other barriers, and who wish to identify themselves are eligible to receive an additional 5% added to their total application score. The School of Social Work recognizes the following for additional consideration: visible minorities (racialized persons); Indigenous people (inclusive of various Nationhoods such as Inuit, Innu, and Métis who are Indigenous to North America); disability status, which may encompass physical, mobility, perceptual, illness related, mental health, developmental, or environmental disabilities; people who self-identify as two spirit, gay, lesbian, bisexual, transsexual, transgender or queer; people facing other barriers to education (socioeconomic, caregiving, religious, cultural).

If you would like to be considered under this provision, please complete the following form Additional Considerations Form and state the nature of the barrier(s) and how it/they negatively impacted your education.

MSW APPLICATION INSTRUCTIONS

OVERVIEW

Applications to the King's University College MSW program are submitted online to the School of Graduate and Postdoctoral Studies, Western University Canada. The application is self-administered. Applicants are responsible for submitting the application and all supporting documents online to the School of Graduate and Postdoctoral Studies by **January 15** for consideration.

An applicant's file will not be processed unless all documentation required for admission to the MSW program is submitted by the January 15 deadline. Applicants are advised to retain a copy of all application materials submitted.

Application documents become the property of the School of Social Work, King's University College, and the School of Graduate and Postdoctoral Studies, Western University. Personal information in this application and the supporting documentation is confidential and is available only to individuals directly associated with the MSW program.

When you apply to Western, you will be provided with information about how to activate your Western ID. Once you have activated your ID you will use this same information to access your Western email. You can login and check your Western email at this Western login.

It is recommended that you NOT forward your Western email address to another email

address, as some other email addresses will not accept Western emails. We use your Western email address to contact you along with the group of students to which you belong. Some email services view this as spam or mass mail and may reject or delete it. While not recommended, ITS at Western does provide an email Forwarding Service.

INSTRUCTIONS

A **non-refundable** application fee of one hundred and fifty ($150) dollars will be required to complete the online application. Access the online application form at the following link and select "Social Work – MSW 1-Year" as your program choice.

Click Here to Apply

Checklist of Supporting Documentation

Required:

- ☐ Academic Records from all post-secondary institutions (unofficial transcripts)
- ☐ Completed Resume Template Resume Form
- ☐ Completed Human Services Experience Experiences Summary Form
- ☐ Completed Supplemental Questions 1 Year MSW Supplemental Questions Form
- ☐ Course outline(s) in Research Methods

Optional:

- ☐ Completed Additional Consideration Form (if applicable) Additional Considerations Form

For International Students:

- CASWE Bachelor of Social Work equivalency assessment (if BSW obtained outside of Canada)
- English Language Proficiency Test scores (if first language is not English)

SCORING AND SELECTION PROCESS

The number of MSW students to be admitted each year is determined by the Director of the School of Social Work based on an assessment of faculty and field education resources. Currently the School admits 20 students to the 1-Year MSW each September.

In the admissions process, candidates are selected according to a scoring system that takes into consideration both academic and non-academic requirements. The weighting of the total overall score is 50% academic and 50% non-academic.

In order to be considered for admission, applicants must:

- be academically eligible (refer to the section on academic requirements for admission). To be academically eligible, a candidate must meet EACH of the academic requirements. An academic admission score out of 100 is calculated for those candidates who are academically eligible

  AND

- score a minimum of 65 out of the total 100 non-academic points which are comprised of:

Resume and Human Services Experience ..... 40 points
Supplemental Questions ..... 60 points

Candidates who meet **BOTH** of these "academic and non-academic" requirements are eligible for admission and will have their **total overall scores** calculated as follows:

- Academic Score out of 100 points multiplied by 0.5
- Non-Academic Score out of 100 multiplied by 0.5

Total Overall Score out of ..... 100 points

An applicant's **TOTAL OVERALL SCORE** determines admission to our MSW program. The total overall scores of all eligible candidates are ranked in order from highest to lowest. The School of Social Work recommends to the School of Graduate and Postdoctoral Studies those candidates with the highest total overall scores up to the maximum number of positions available.

AFTER THE APPLICATION IS SUBMITTED

1. Applications are submitted online to the School of Graduate and Postdoctoral Studies. An applicant's file will not be processed unless ALL documentation required for admission to the MSW program is submitted. The application deadline is January 15.

2. The School of Graduate and Postdoctoral Studies reviews each application for academic eligibility and forwards it to the School of Social Work for further review. Each application is evaluated according to the School's academic and non-academic requirements for admission (see above for details).

3. The School of Social Work recommends to the School of Graduate and Postdoctoral Studies which applicants are to be offered admission. An offer of admission from the School of Graduate and Postdoctoral Studies, along with the School of Social Work Departmental Offer will be accessible through the Student Centre. Initial offers begin in early March.

4. Applicants who are offered admission have a specified time frame within which to accept or decline the offers of admission.

5. Admission may be offered to a student who is in the process of completing courses for a degree, conditional on the satisfactory completion of the courses and the submission of final transcripts.

6. A waiting list is established by the School of Social Work in the event that applicants decline the initial offers of admission. Admission may not be deferred; however, an applicant may reapply for admission to the MSW program.

7. If an applicant reapplies for admission, another application fee applies and all required documentation must be resubmitted.

8. Candidates on the wait list may receive an offer of admission up to and including the first day of the Fall term (September 1st). In the event that no offer of admission has been sent, the application portal closes on September 1st each year and waitlisted candidates are no longer eligible for admission.

9. For information related to the collection of personal information, please refer to Section 1.02 of the School of Graduate and Postdoctoral Studies Regulations and the Western's Privacy Office.

ACCESSIBLE EDUCATION AT KING'S

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. Master of Social Work students with disabilities will have access to services at both King's and Western campuses.

The principle of accommodation involves dignity, individualization and inclusion (The Ontario Human Rights Commission, 2008). Due to the professional and experiential nature of the Master 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.

TUITION AND FUNDING

TUITION

Tuition fees for graduate professional programs are set by and payable to Western University on a per term basis (not per course). MSW students pay tuition for 3 terms. The 2023-24 tuition fees for the Fall term are:

Full-time: $4,807.91 per term (Canadian Students)

$13,904.91 per term (International Students)

Tuition fees for the 2024-25 Fall, Winter and Summer terms have not been announced. Please consult Section 4 of the School of Graduate and Postdoctoral Studies Regulations for more information; in particular, Sections 4.02 (Registration and Fee Payment), and 4.09 (Refunds).

FUNDING

Master of Social Work students have access to a variety of funding sources, including Entrance Scholarships, Continuing Scholarships, and provincial awards such as OSAP.

Some awards are needs based, while others require applications with supporting material.

Please review the various options, and make note of eligibility requirements and application deadlines.

Information regarding financial assistance for MSW students can be found by visiting the School of Social Work website. Information related to funding opportunities is updated regularly.

Entrance and Continuing Scholarships

The School offers Entrance and Continuing Scholarships each year, as follows:

Two Entrance Scholarships 1-Year MSW Program (Advanced Standing Year)
Value: $2,500
No Application – awarded to applicants admitted to the Advanced Standing Year with highest overall admissions score.

Two Entrance Scholarships 2-Year MSW Program (Foundation Year)
Value: $2,500
No Application – awarded to applicants admitted to the Foundation Year with the highest overall admissions score.

Two Continuing Scholarships
Value: $2,500
No Application – awarded to full-time students progressing into the Advanced Standing Year with the highest overall academic average in the Foundation Year.

Graduate Student Assistantships

The School has set aside funding to hire Graduate Student Assistants each year. MSW students must apply for these positions. Assistantships may be held in conjunction with other awards or scholarships.

OSAP

Many students self-fund their education or take advantage of the Ontario Student Assistance Program (OSAP).

Students in the Master of Social Work program are required to maintain continuous enrollment for the Fall, Winter and Summer graduate terms. The graduate Summer term extends from May through to the end of August however, in most situations, course requirements are completed by the end of June or mid-July. Students who are receiving OSAP should be aware that employment during the Summer term (including July and August) may impact eligibility requirements and debt forgiveness options. Please contact your OSAP office or advisor to ensure you have the necessary information pertaining to your individual situation.

King's University College Funding

Search our online database (Search: Social Work).

Some of the awards Master of Social Work Students may consider are:

- Heather Fraleigh MacLean Meek Award
- John and Terri Kennedy Family Award
- Mary Lou Karley Award for Excellence in Social Work Practice
- Master of Social Work Bursary
- Mary Sheehan-Birch Award

Western & SGPS Funding

Western University has a number of Open Eligibility Scholarships that Master of Social Work students are able to access. Check the Western site here for further information.

External Awards and Scholarships
There are a number of external scholarships and bursaries that MSW students have

applied for in the past. Some of these are:

- Canadian Soroptimist Grants for Women
- Canadian Federation of University Women
- Hilary M. Weston Scholarship
- ICUF Dobbin Scholarship
- Senior Women Academic Administrators of Canada
- W.L. MacKenzie King Memorial Scholarship

SOCIAL WORK FACULTY

The School of Social Work at King's University College has excellent teaching faculty whose areas of expertise are congruent with the learning experience of students completing an undergraduate (BSW) or graduate (MSW) program in Social Work. Faculty members have taught at the graduate level and supervised graduate students, both at Western University and other universities. In the past few years, external research funding for faculty research projects has averaged $1,500,000 a year.

Dr. Kofi Antwi-Boasiako
Assistant Professor
PhD in Social Work and MSW, University of Toronto
MA in Political Science, McMaster University
BA (Hons) in Political Science, University of Ghana

Child maltreatment, Child welfare; Racial disparities in child welfare; Decision-making in child welfare, marginalized and vulnerable populations.

Dr. Laura Béres
Associate Professor and Graduate Program Coordinator
PhD OISE/University of Toronto; MSW University of Toronto; MA Winchester University; BA York

Narrative therapy and community practice; Spirituality, Mindfulness and critical reflection on practice; Interdisciplinary Research/Inquiry.

Dr. Stephanie Baird
Assistant Professor
PhD in Social Work, Toronto MSW, Wilfrid Laurier University, HBA, Waterloo.

Intimate Partner Violence, Trauma & Trauma-informed Approaches, Intersectionality, Practice-based Research, Social Work Education, Field Education and Critical Qualitative Inquiry.

Dr. Richard Csiernik
Professor
PhD in Social Work University of Toronto, MSW University of Toronto; BSW/BSc McMaster

Addiction; Employee Assistance Programming and Workplace Wellness; Field Education Research; Social Work and Spirituality; Mental Health and Housing.

Dr. Peter Donahue
Associate Professor and Director
PhD in Social Work and MSW University of Toronto; BA and BSc McMaster University.

Community organizing; policy development; focus on aging.

Dr. Kathryn Irvine
Associate Professor
PhD Social Work University of Calgary; MSW University of Manitoba; BA Western University

Working with Indigenous and marginalized peoples, families and communities to structurally transform experiences of systemic inequalities, connecting theories of anti-oppression and discrimination to practice, building bridges of understanding across cultures.

Dr. Laura Lewis
Associate Professor
PhD in Social Work Smith; MSW Windsor; BSW King's University College, Western University

Short-term individual counselling interventions from a psycho-dynamic perspective for adult populations; Bereavement and loss counselling and research; Interventions/Groups with abused women; Trauma; Feminist Practice.

Dr. Andrew Mantulak
Associate Professor
PhD in Social Work, Wilfrid Laurier University; MSW McMaster University; BSW King's University College, Western University

Quality of life issues associated with pediatric chronic illness (kidney disease); Social work in health care settings; Social work education.

Dr. Claude Olivier
Associate Professor
PhD in Social Work from Memorial; MSW, BSW McGill

HIV/AIDS; Community Organization/Practice; Group Work; Anti-oppressive/structural Social Work Practice; Population Health and Social Determinants of Health.

Dr. Jane Sanders
Assistant Professor
PhD in Social Work, University of Toronto; MSW, Wilfred Laurier University; BSW and BA in Psychology, McMaster University

Childhood trauma & adverse childhood experiences, children's mental health, trauma-informed & culturally aware approaches, trauma's impact on education, students who have been suspended/expelled from school, child & family therapy, information & communication technology in direct practice, social work education.

Dr. Carrie Smith
Associate Professor
PhD in Social Work U of Toronto; MSW Wilfrid Laurier; BEd Ottawa; BSW Windsor

Child welfare; Organizational structure; Decision making in child welfare; Evaluations of Child welfare programs; Evidence informed practice and the Ethical collection of data from vulnerable children.

Dr. Akin Taiwo
Associate Professor
PhD in Social Work Windsor; MSW Windsor; MSc in Political Science and BA in Philosophy & Political Science University of Ibadan, Nigeria

Political Social work; Social Justice & Social change; Globalization, Immigration & Diaspora issues; Multicultural Practice with Diverse Populations, and Social Work Poetics.

Dr. Rosemary Vito
Associate Professor
PhD in Social Work Wilfrid Laurier; MSW Wilfrid Laurier; BSc in Child Studies University of Guelph

Children's mental health; mental health & addictions; clinical supervision; human services leadership & development; organizational culture & change; social policy; aging; qualitative & case study research.

Sessional Contract Faculty

Sessional contract faculty play a fundamental role in the success of the School of Social Work and our students. It is of great value to our students to be taught by practicing social workers and human service professionals. Contract faculty are able to nurture practice excellence because they are working in the field every day. They assist us in providing the necessary balance between the world of practical application and the pedagogical one.

All of our part-time faculty members have been carefully chosen for their expertise in a particular area of social work practice and their academic credentials.

KING'S
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School of
Social Work

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