

**FLORIDA INTERNATIONAL UNIVERSITY
COLLEGE OF SOCIAL WORK, JUSTICE, & PUBLIC AFFAIRS**

SCHOOL OF SOCIAL WORK

**GRADUATE PROGRAM HANDBOOK
MASTER OF SOCIAL WORK**



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SCHOOL OF SOCIAL WORK MISSION STATEMENT

The School of Social Work educates students for professional social work service and leadership in local, national, and international domains. The School collaborates with communities, conducts research, and disseminates knowledge in response to the needs of individuals and families living in diverse and multicultural urban environments. We lead the scholarly search for innovative, effective, and just solutions to human concerns.

Revised May 2002

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I. Program Overview

The profession of Social Work requires a high degree of knowledge and dedication. The desire and ability to work effectively with people and to help solve social problems demands a scientific understanding of society and human behavior, skills in social work practice, and identification with the values of the profession.

The School of Social Work at Florida International University offers an integrated program that leads to the degree of Master of Social Work (MSW). The program is designed to give the student professional education for the advanced practice of social work. All students will be required to acquire or to possess the common base in the areas of professional study considered essential in social work education: human behavior and the social environment, social welfare policies and services, research, and social work practice. The knowledge acquired in the professional courses will be applied in supervised field experiences in social agencies.

The program offers a concentration in advanced clinical practice. Students complete a field practicum program that supports practice in the concentration. With the help of faculty, students will develop an individualized program of study most likely to meet their educational needs and contribute to their professional objectives. The Master of Social Work program at Florida International University is accredited by the Council on Social Work Education (CSWE) and received full unconditional reaccreditation in the Fall of 2001. The program provides a curriculum that meets the current educational requirements for clinical licensure in Florida.

The School also offers several graduate certificate programs and students have the option of pursuing a certificate while in the MSW program. Please note that some certificate programs do require additional coursework. At present, these include graduate certificates in Addictions, Management in Social Work and Social Work Practice with the Elderly. In addition, a joint degree with the FIU College of Law is offered. For further information, please contact our Student Services Coordinator at (305) 348-0678.

II. MSW Program Goals

The focus of graduate social work education is the preparation of graduates for advanced professional practice in an area concentration. These goals reflect the intent of CSWE's Educational Policy. The goals of the MSW Program are to educate graduates to:

1. Provide curricula that build on a liberal arts foundation and reflect state of the art social work knowledge.
2. Educate students for advanced practice that is grounded in the history, values, and science of the social work profession.
3. Educate students to enhance functioning of diverse individuals, families, groups, organizations and communities.
4. Educate student to understand social policies, services and programs that support the development, capacities, and needs of human beings.
5. Educate students to promote policies, services, and resource allocation through advocacy or political actions that result in social and economic justice.
6. Prepare students to use critical thinking, research, and technology to advance and evaluate social work practice.
7. Promote and provide opportunities for ongoing professional development.

III. Objectives – Master of Social Work

The objectives of the graduate program are derived from the program goals and are consistent with CSWE's Educational Policy. Upon completion of their coursework and field practica, the MSW graduate is expected to:

1. Apply critical thinking skills to generalist social work knowledge, perspective, and practice.
2. Understand and apply the values and ethics of the social work profession.
3. Recognize and demonstrate sensitivity to ethnic heritage, culture, gender, sex or sexual orientation, race, age, class, faith and spirituality, and disabilities and how these factors can affect social work practice with individuals, families, groups, communities or organizations.
4. Demonstrate knowledge of the history of the social work profession and its role in addressing contemporary social problems.
5. Understand oppression and apply the strategies and skills of change that advance social and economic justice for vulnerable and at risk populations.
6. Understand, analyze, and apply the social work generalist perspective to practice.
7. Use research-based knowledge to understand human development and behavior across the lifespan.
8. Demonstrate knowledge of social welfare policies and the policy making process.
9. Demonstrate the skills needed to evaluate human service interventions, including their own practice.
10. Demonstrate professional communication skills across systems and settings.
11. Demonstrate proficiency in the use of technology and application of technology to social work practice.
12. Practice effectively in organizations and service delivery systems and understand the process of organizational change.

IV. Objectives - Advanced Clinical Practice Concentration

The graduate advanced curriculum is built from the professional foundation. Graduates are expected to demonstrate the capacity for the following advanced program objectives:

1. Demonstrate competency in the use of supervision and consultation for advanced practice.
2. Critically analyze, synthesize, and differentially apply knowledge and skills of advanced clinical social work in multiple contexts.
3. Demonstrate proficiency with analytical and communication skills necessary for autonomous advanced clinical practice.
4. Demonstrate a commitment to ongoing professional development.



V. Application Process

The following are the application materials you must complete and return to the University and the Admissions Committee of the School of Social Work in order to have your qualifications reviewed for potential entry into the graduate program in social work.

A. General Admissions Procedures and Deadlines

Applicants are responsible for making sure that all required documents are on file at the University and the School of Social Work. Only those applicant folders that are complete will be reviewed. Applicant folders are considered complete when the following documents have been completed and received by the School of Social Work:

1. FIU Office of Admissions Graduate Admission Application
2. School of Social Work Application to the Master of Social Work (MSW) Program
3. Official sealed transcripts of all undergraduate and graduate work
4. Personal Narrative Statement
5. Three Letters of Reference
6. Request for Field Placement Record (Advanced Standing applicants only)

The GRE is no longer required.

(Use the foregoing as a checklist to ensure all documents are complete before submission)

The two-year MSW Program admits for fall and spring. The deadlines are:

Fall semester:	June 1
Spring semester:	October 1

The Advanced Standing Program admits for fall, spring and summer. The deadlines are:

Fall semester:	June 1
Spring semester:	October 1
Summer semester:	March 1

B. Graduate Requirements:

Applicants to the Graduate Program are required to meet the minimum standards set forth by Florida International University and the FIU School of Social Work Graduate Program.

C. M.S.W. Standard Two-Year Program (60 credit hours)

Applicants desiring to pursue the M.S.W. degree must meet the following requirements for full admission to the program:

- Baccalaureate degree from a regionally accredited college or university (Official transcripts must be provided) with a "B" average (3.0 on a four-point scale) in the last two years of baccalaureate studies.
- Completion of twelve (12) semester credit hours of college-level courses in the social and behavioral sciences, a three (3) credit college-level statistics course, and a three (3) credit college-level course in biology (including coverage of human biology) (See Appendix A)
- Three (3) letters of reference from employers, instructors, or other persons in a position to evaluate the applicant's professional aptitude
- An autobiographical statement or personal narrative, including applicant's philosophy, value system, and personal experience relevant to social work
- Majority vote of the FIU School of Social Work Admissions Committee in favor of the applicant
- All Foreign students must submit a TOEFL score of 550 or higher

NOTE: It is possible for an applicant who fails to meet the specified Graduate Admission Requirements to appeal the admission decision and to be considered for conditional admission to the two-year program. Students with conditional admission are not eligible for the MSW Advanced Standing Program.

D. MSW Advanced Standing Program – (30 credit hours)

Applicants who have a Bachelor of Social Work (BSW) or Bachelor of Science in Social Work (BSSW) degree granted by an undergraduate program accredited by the Council on Social Work Education (CSWE) and who have an upper division 3.0 grade point average or above may apply for admission to the Advanced Standing Program. However, the BSW/BSSW degree must have been obtained within the last five years prior to application to the graduate program in order to be eligible for the Advanced Standing Program. In addition to the previously stated requirements for the regular MSW program, Advanced Standing applicants must also have successfully completed an appropriate undergraduate field practicum.

E. Personal Narrative Statement

The personal narrative, being an integral part of the application packet, is considered by the Admissions Committee to be a particularly important factor in making admission recommendations. Applicants are encouraged to view the narrative as an opportunity to communicate to the Admissions Committee members on those issues which the applicant views as important or pertinent in the social work field. Your personal narrative is confidential in its use by the School. The committee would like to know what there is about your background and experience that leads you to want to be a professional social worker.

Include in the statement information about your personal philosophy, value system, and personal experiences relevant to professional social work. In addition, the committee is interested in your view of the profession of social work and how you see yourself using your graduate social work education in the future.

Please respond to the following questions:

1. What do you see as the basic purpose or purposes of the social work profession and the function or functions of social workers?
2. Which current social problem(s) present(s) the greatest concern to you? What view do you have about the way in which such problem(s) could be prevented or ameliorated?
3. How early or recent family, peer group, educational, extended travel, work (volunteer or employed), community, or research experience contributed significantly to your motivation for, and/or understanding of, the field of social work?
4. What can you assess as your strengths and weaknesses in relationship to the education and practice of social work? What unique interest or educational need, if any, do you have?
5. At this point in time, why is graduate education in social work the best way for you to realize your goals? What are your future goals if you become a professional social worker?
6. Is the School of Social Work graduate program's concentration central to your interest?
7. Feel free to add other information you believe is relevant

*Note: This personal statement is to be prepared on separate cover (8 ½ x 11 paper size) and submitted to the School of Social Work Admissions Committee. Preferably it should be typed (double-spaced) and should be at least 6-8 pages in length.

F. References

Please provide each of your references with one of the enclosed reference letter forms. All referents should know you well and be able to evaluate your aptitude for the social work profession. The three reference letters should be from an immediate supervisor (past or present) from any voluntary and/or human service experience, academic advisor, or human service professional. We suggest that you urge your referents to return their material promptly as your application is not considered complete until all materials are received. These letters must be received in a sealed envelope directly from the referent.

VI. Admissions Process

A. Admission Decision

Initial evaluation of admission requests will be undertaken only when your graduate application and School of Social Work application are received. Assessment of intellectual capacity will be based mainly on your transcripts and academic references. Other areas, such as motivation, knowledge of the field, personal qualifications, communication ability, etc., will be determined by a review of your work experience, references, the personal narrative statement and possibly an admissions interview. Applicants will receive notification about admissions decisions as soon as they are processed.

- Full Admission: Status granted only when all requirements are met and the applicant demonstrates capacity for promising professional career in social work.
- Provisional Admission: Status granted for one semester when an applicant who has demonstrated the capacity for a promising career in social work appears to meet the admission requirements but is missing an official transcript. Students must submit proof of this missing documentation by the end of their first semester, otherwise risk being dismissed from the program.
- Conditional Admission: Status granted for up to 12 credits or two semesters for applicants who are not admissible under normal standards but for whom there is evidence to indicate that the student could succeed in the program under certain conditions. Students must maintain a minimum of a 3.25 gpa for the first 12 credit hours. If the condition is not met, student will be dismissed from the program.
- Denied: Decision is reached when any one of the requirements is not met and the applicant has not demonstrated capacity for a promising career in social work.

B. Transfer Credits

Transfer Credits are defined as credits taken at other accredited universities or colleges that can be accepted and applied toward the minimum number of credit hours required for a social work degree. In accordance with school policy, transfer credits will only be awarded for courses completed within five years prior to the application for transfer. A minimum grade of "B" is required for a course eligible for transfer.

In addition to the College and University policies governing transfer credit, the following regulations apply:

1. A maximum of six (6) semester hours of courses taken in a CSWE accredited Master of Social Work program in which the applicant was fully admitted may be transferred.
2. Students in the Advanced Standing Program will not be awarded transfer credits.

Transfer credit is subject to evaluation by sequence chairs who may identify "deficiency" areas in relation to our own curricular emphasis and make recommendations for additional work where indicated. All transfer credit decisions are subject to the approval of the Director.

Students requesting transfer credit should submit a formal petition to the Associate Director. The petition should include an official transcript of the student's record, a catalog description and the syllabus of each course for which credit is requested. Other official information may be substituted if it provides sufficient data for evaluation. The petition must be submitted at least one month prior to the semester in which the course is scheduled to be taken. Testing Out is the procedure by which a student who has previously completed an equivalent course may demonstrate by a comprehensive examination that the required content of a specific course has been mastered satisfactorily. Successful completion (a "B" or better) of the comprehensive examination will result in exemption from a course up to a maximum of 9 credit hours.

The following regulations govern testing-out:

1. Practice, field experience, and concentration courses as well as integrative field seminars are excluded.
2. The total number of credits required for graduation will not be reduced by testing-out of courses.
3. Testing-out is not an option in the Advanced Standing program. Students granted Advanced Standing status are not awarded any transfer credit, substitutions, or exemptions.

A student requesting to test out of a course should submit a formal petition to the Associate Director of the School of Social Work. The petition must be submitted at least one month prior to the semester (excluding Summer) in which the course is scheduled to be taken. Examinations will be written and may also have oral components. Two sequence faculty members will independently grade examinations and make recommendations to the sequence chair and the Associate Director.

No credit will be awarded for life experience or previous work experience.

C. Financial Aid

Financial Aid is available through the College of Health and Urban Affairs. Financial Aid available includes tuition and fee waivers (non-resident waivers), graduate assistantships, grant supported stipends and scholarships. Financial Aid available through the University includes Federal and State aid. An applicant wishing to apply for student financial aid from the State of Florida must complete a Florida Financial Aid Form (FAF) by the appropriate deadline.

Additional information about financial aid, student loans or college work-study can be obtained from the Financial Aid Office:

Florida International University
Office of Financial Aid
Room PC 125
Miami, FL 33199
Voice: (305) 348-1500

<http://finaid.fiu.edu/>

D. Disability Services

The School of Social Work complies with the Americans with Disabilities Act, the 1973 Rehabilitation Act, Section 504 and the Florida Equity Act in providing auxiliary aids and services to persons with disabilities.

The Disability Resource Center provides assistance to students having physical, visual, hearing, speech, learning, psychological, chronic, and temporary disabilities. Students must request services at least five days prior to the beginning of each semester in order for the Disability Services Office to assess student's needs and coordinate appropriate services and accommodations. Students with disabilities should also contact each course instructor at the beginning of the semester to facilitate a smooth provision of accommodation.

The School of Social Work is dedicated to providing the highest quality of education to all students and will provide accommodations needed for special access for persons with disability. For further information, contact the Office of Disability Services: <http://drc.fiu.edu/>

E. Advisement

Courses in the graduate program are sequenced with some courses having pre-admission requirements and/or other social work prerequisites. Therefore, it is important that applicants plan their entry into either the standard two-year or Advanced Standing program courses with the Student Services Coordinator and/or assigned faculty advisor. Also keep in mind that required courses are not offered every semester.

Applicants whose folders are not complete may enroll in required first year courses only with the approval of the Associate Director. Enrollment as a non-degree-seeking student can be counted toward a degree up to twelve credits only.

The School of Social Work offers undergraduate and graduate studies leading to the Bachelor's Degree in Social Work (BSSW), Masters Degree in Social Work (MSW), and Doctorate Degree in Social Welfare (Ph.D.)



VII. PROGRAMS OF STUDY

Please review carefully the information prior to making any changes in your programs of study. If you have any questions, please contact your advisor or the Student Services Coordinator. The models in Appendix B are recommended programs of study for the MSW two-year and Advanced Standing Programs. These suggested models represent both full-time and part-time programs with differing starting semesters. The MSW two-year program begins in the Fall and Spring and the Advanced Standing Program begins in the Fall, Spring and Summer semesters. Where indicated, students must select either: Track A (concurrent/consecutive practica) or Track B (Summer Block Practicum)

Keep in mind that:

- **Most courses are not offered every semester.**
- **Many courses have pre- and/or co-requisite requirements and failure to meet these requirements could result in an administrative drop from the course (See Section XI – Course Description Section).**
- **Electives can be taken during any semester of study (three required for two-year students and two required for Advanced Standing students).**
- **There is no summer/fall concurrent practicum.**
- **Second year (concentration) courses can not be taken by two-year students until all first year requirements are complete (except for electives).**

Course			Fall	Spring	Summer
SOW	5105*	HUMAN BEHAVIOR & THE SOCIAL ENVIRONMENT I	X	X	
SOW	5235	SOCIAL WELFARE POLICY & SERVICES I	X		X
SOW	5324*	THEORY & PRACTICE WITH GROUPS	X	X	X
SOW	5342*	THEORY & PRACTICE WITH INDIVIDUALS & FAMILIES	X	X	
SOW	5344	THEORY & PRACTICE WITH COMMUNITIES & ORGANIZATIONS	X	X	
SOW	5404*	SOCIAL WORK RESEARCH METHODOLOGY	X		X
SOW	5532*	CLINICAL PRACTICUM I	X	X	X
SOW	5629*	SOCIAL WORK PRACTICE WITH DIVERSE POPULATIONS		X	X
SOW	6125*	HUMAN BEHAVIOR & THE SOCIAL ENVIRONMENT II – PSYCHOPATHOLOGY	X	X	
SOW	6236*	SOCIAL WELFARE POLICY & SERVICES II	X	X	
SOW	6351*	CLINICAL INTERVENTION IN COUPLE & FAMILY SOCIAL WORK PRACTICE	X	X	X
SOW	6425*	CLINICAL ASSESSMENT AND INTERVENTION PLANNING	X	X	X
SOW	6435*	EVALUATING EMPIRICALLY BASED SOCIAL WORK PRACTICE	X	X	X
SOW	6533*	CLINICAL PRACTICUM II	X	X	X
SOW	6534*	CLINICAL PRACTICUM III	X	X	X
ELECTIVES			X	X	X

X Indicates the semester the course will be offered

** Indicates Pre- and/or Co-requisite courses are required*



VIII. FIELD EDUCATION

A cornerstone of professional social work education is the inclusion of both academic coursework and actual practice experience. Through Field Education, graduate students are provided educationally directed opportunities to translate theory into effective social work practice.

For more than thirty years, Florida International University School of Social Work has worked closely with the professional social work community to develop quality field instruction in Dade, Monroe, Broward, and Palm Beach counties. Over 200 experienced clinical social workers serve as Field Instructors for students and work closely with the faculty to develop the field component of students' professional education. All practicum sites are selected through a prescribed process of site evaluation and contractual agreement between the agency and Florida International University.

Clinical Practicum I provides a foundation in generalist perspective social work skills: assessment, interviewing, and treatment planning interventions with individuals and groups. The Advanced Practicum builds upon the foundation and provides opportunities to develop advanced clinical practice skills in assessment and intervention planning within multiple contexts based upon evidence-based practice.

Foundation Year

During the first clinical practicum, the student is required to complete a total of 384 hours in the semester. A student is eligible for Clinical Practicum I once fully admitted to the program, upon maintenance of a cumulative GPA of 3.0, and successful completion (a grade of "B" or better) of the following required course work:

- SOW 5105 – Human Behavior and the Social Environment
- SOW 5235 – Social Welfare Policy and Services I
- SOW 5342 – Social Work Practice with Individuals and Families
- SOW 5344 - Social Work Practice with Communities and Organizations
- SOW 5404 – Social Work Research Methodology

Advanced Concentration Year

The advanced clinical practicum requires the student to complete a total of 576 hours. The advanced field component is organized in:

Two practica (Clinical Practicum II and III), which consist of one semester of 192 hours after a one month delayed entry, followed by one semester of 384 hours at the same agency.

Clinical Practicum II

A student is eligible for Clinical Practicum II upon attainment of: a BSW/BSSW degree and admission to the Advanced Standing Program

OR

A passing grade in Clinical Practicum I, maintenance of a cumulative GPA of 3.0, and successful completion (a grade of "B" or better) of the following required course work:

- SOW 5324 – Social Work Practice with Groups
- SOW 5629 – Social Work Practice with Diverse Populations

Clinical Practicum III

A student is eligible for Clinical Practicum III upon attainment of a passing grade in Clinical Practicum II, maintenance of a cumulative GPA of 3.0, and successful completion (a grade of "B" or better) of the following required course work:

- SOW 6125 – Human Behavior and the Social Environment II– Psychopathology
- SOW 6236 – Social Welfare Policy and Services II
- SOW 6435 – Evaluating Empirically Based Practice
- SOW 6425 – Clinical Assessment and Intervention Planning

Practice Co-requisites

A specific clinical practice class must accompany each Field Practicum:

Clinical Practice Class	Field Practicum
SOW 5324 – Theory and Practice with Groups	SOW 5532-Clinical Practicum I
SOW 6425 – Clinical Assessment and Intervention Planning	SOW 6533-Clinical Practicum II
SOW 6351 - Clinical Interventions in Couple and Family Social Work Practice	SOW 6534-Clinical Practicum III

Integrative Seminar

The integrative seminar is an essential component of each field practicum and provides the student with an opportunity to integrate, analyze, and evaluate practicum learning experiences. The seminars are scheduled biweekly for 1.25 hours throughout the practicum. One grade, Pass or Fail, is given for both the practicum and seminar.

Agency Placements

Placements are available with public agencies to work in a variety of settings: schools, hospitals, clinics, courts, residential treatment centers. Opportunities are offered to work with diverse client populations: persons with mental and medical illness, developmental disabilities, and substance abuse problems, as well as victims of abuse and other traumas. Supervision is provided by field instructors who have a minimum of two-years' post-masters' experience and have completed a 16-hour clinical supervision training course developed by the Florida Field Consortium and approved by the Florida Board of Clinical Social Work.

Matching Process

Each student is encouraged to request a field placement in a social service area of particular interest, and to indicate specific placement preferences. The field coordinator will make every attempt to accommodate this request, however, this cannot be guaranteed. Each application for field placement is reviewed by the field coordinator, who may meet with the student before making an assignment to an agency. After the agency selection is determined, students arrange a pre-placement interview with a designated person in the field agency to learn about the agency and the educational experiences offered. Note: Students are not permitted to make arrangements for their own placement.

Scheduling

Specific scheduling of the weekly requirement of hours is coordinated between the student and the agency Field Instructor. The goal is to maximize the student's involvement in the provision of clinical services. Not many agencies provide services and supervision after-hours or opportunities for interaction and collaboration with other professional staff. As a result, evening and weekend placements are extremely limited. Although every effort is made to accommodate full-time working students, placement cannot be guaranteed students who have less than 16 hours (two days) per week available during regular weekday business hours.

Own Agency Placement

Only first year students may complete the practicum in their place of employment with the permission of the Practicum Coordinator if the agency is sufficiently large and varied enough to be able to provide the student with a learning experience totally separate and apart from the student's regular job duties. The Field Instructor, who can never have supervised the student previously during the student's regular employment, must meet the same qualifications of the School of Social Work as other Field Instructors and provide the student with educationally focused learning opportunities that differ from their job responsibilities at times other than the student's designated work time.

Application Due Dates

The dates for submission of the application for the Clinical Practica are:

Fall Semester	June 1
Spring Semester	October 1
Winter Semester	February 1

Applications must be submitted by the due date to permit time for agency interviews and the matching process.

Note: Students admitted into the Full-Time Advanced Standing program after the field application date for their semester of entry are asked to contact the Field Education office at 305-348-3881 to discuss placement options.

Student Expectations

Students enrolled in the School of Social Work must adhere to standards of conduct that reflect upon the University, School, the Social Work profession, and themselves. They are expected to behave appropriately, respect others' rights and privileges, and to abide by the rules and regulations of the University, School, and community.

Students are expected to:

1. Enter the field practicum with a readiness to learn and to become involved in all appropriate aspects of the field practicum.
2. Be sensitive to the norms and climate of the agency and conduct themselves in a manner appropriate to the setting.
3. Communicate openly with the Field Instructor on all matters pertaining to the field education experience.
4. Observe and respect the unique importance of the individuals, families, groups, and communities to be served by the agency in accordance with social work principles of confidentiality.

Evaluation

Each student should be actively involved in the educational process necessary to attain required social work skills. Therefore, students must continually assess their learning needs, strengths, and problems as reflected in a formal Learning Contract. This continuous assessment provides a foundation for both the student and the Field Instructor for the development of supervisory conferences and a successful field education experience.

While the field education experience serves many purposes, a major function of the field experience is to serve as an evaluation tool for the student's suitability for a career in the social work profession. The evaluation begins on the first day of placement, and should be an ongoing, shared appraisal of performance so that written evaluations reflect material previously discussed between the student and field instructor.

A passing grade in field practicum is required for continuation in the program. Field courses cannot be repeated.

Detailed information about the Field Education program, a list of agency field placements, and all related forms are available online at: <http://swjpa.fiu.edu/SocialWork/field.htm>

IX. Outcome Measures

In order to provide a comprehensive and continuous program assessment, the School has adopted an assessment model with a focus on student learning outcomes. Direct measures for the MSW program include the Final Field Evaluations, Case Panel Presentations, and Licensing exam results while the indirect measures include Student Exit Surveys, Student Agency Evaluations, and Alumni Surveys. In regards to the direct measures, the Field Evaluations are directly linked to program objectives. In addition, students are required to make a Clinical Case Power Point Presentation to a three-person panel consisting of two faculty and one field instructor. The presentation is made as part of the final capstone course (SOW 6534) and a rubric assessment tool is used for evaluation and feedback to the students. Results of the national licensing exam are the third direct measure of outcomes for the graduate program.

Capstone

During their second year integrative field seminars, students are prepared for the capstone presentation they will be making at the end of their last practicum. These presentations are primarily clinical in nature and students work with their field instructors in selecting an appropriate client for the task. Students are required to present their capstone presentation to their field instructor and/or agency staff as well.

The capstone assignment is a practicum related learning experience designed to assist the student to critically analyze, synthesize, and apply the knowledge and skills of advanced clinical social work to a case situation. The students are asked to present a clinical case situation from their current clinical placement to a three-person panel of two faculty members and one field instructor. Using a PowerPoint presentation, students have twenty (20)

minutes to provide panel members with an overview of an in-depth psychosocial assessment and treatment plan of a case from their placement. This includes areas of strengths and support for the client, risk factors, coping skills and any issues related to at-risk, underserved, vulnerable populations. The assignment also includes a discussion of the guiding theoretical framework for the assessment, an intervention plan, an analysis of evidence-based methodologies informing their choice of intervention strategies, and a discussion of the evaluation process for the intervention strategy and the intervention's overall effectiveness with the case. In addition, students discuss how the client might have been better served by the agency and provide recommendations for organizational change.

In terms of personal and professional growth, students analyze the challenges they encountered in their work with this client system, including those related to values and ethics, and they identify at least two lessons learned from the case that will inform their future clinical social work practice. An additional ten (10) minutes is allotted for questions by the panel. In addition, students provide the panel with copies of the assessment and a hard copy of the actual presentation. Panel members utilize an assessment rubric to score the students materials and presentations. These scores are later sent (within two weeks of their presentation) to the students along with comments from the panel members. The presentation is scheduled towards the end of their final field semester.

The assessment rubric evaluates the presentation on six dimensions/items: (a) organization and presentation, (b) professional communication, (c) quality of contents and evidence of accomplishment, (d) critical thought or analysis and scholarship: human behavior, evidence-supported interventions, (e) critical thought or analysis and scholarship: social policy, and (f) professional growth, self-awareness and self-reflection, and use of supervision. The rubric contains a three-point scale for each of the dimensions. A score of one indicates below satisfactory performance, a score of two indicates satisfactory performance, and a score of three indicates excellent performance. The scores for each of the six items are totaled and the final total score provides the faculty with a reflection of the students' readiness for clinical social work practice. A passing score requires that the student receive a minimum of twelve points and no score below two on more than one dimension for their presentation. A total score of less than 12 and/or more than a score of two on more than one dimension represents a below satisfactory score and a demonstration of little evidence of readiness for clinical social work practice. A total score of 12 to 14.99 and no score of two on any one dimension represents a satisfactory score indicating that there is substantial evidence of satisfactory readiness for clinical social work practice. A total score of 15 to 16.5 and no score less than two on any dimension represents an above satisfactory to excellent score indicating that there is convincing evidence of superior readiness for clinical social work practice. A total score of 16.5 to 18 and no score less than two on any dimension represents an exceptional score indicating that there is convincing evidence of superior readiness for advanced clinical social work practice in every dimension.

Values and ethics are at the forefront of this presentation in that students are expected to uphold confidentiality in their presentation. They are also expected to demonstrate professional values and ethics in their assessment, intervention and evaluation of their case. Through this final capstone presentation, students integrate classroom knowledge and skills with those of the field.

MSW CAPSTONE PRESENTATION ASSIGNMENT

This capstone assignment is a practicum related learning experience designed to assist the student to critically analyze, synthesize, and apply the knowledge and skills of advanced clinical social work to a case situation.

You are asked to present a clinical case situation from your current advanced clinical placement to a panel of two faculty members and one field instructor.

Using a power point presentation, you are asked to address the following areas:

1. Present an **overview** of your in-depth psychosocial assessment and treatment plan. In the overview of the assessment, be sure to underscore strengths and supports, risk factors, and coping skills, as well as highlight any issues related to at-risk, underserved, vulnerable populations. (Note: Do not orally present a detailed assessment, but focus on specific areas: strengths and supports, risk factors, coping skills, and underserved populations. However, it is suggested that a detailed assessment be given to panel members for reference during your presentation.)
2. Discuss the guiding theoretical framework for your assessment and treatment.
3. Present an analysis of evidence-based methodologies informing your choice of intervention strategies.
4. Discuss the evaluation process for this intervention strategy and the intervention's overall effectiveness.
5. How might the client be better served by the agency? Provide recommendations for organizational change.

6. Analyze the personal and professional challenges that you encountered in your work with this client system, including challenges related to social work values and ethics.
7. Identify at least two lessons you learned from this case that will inform your future clinical social work practice.

The presentation should not exceed twenty (20) minutes. Ten (10) additional minutes are reserved for questions by the faculty.

Please submit three copies of your power point presentation, in-depth psychosocial assessment, and treatment plan to the panel.

Your presentation will be scored using the "Assessment Rubric for MSW Capstone Presentation". A passing score is an average score of 12 or above.

IX. Graduate Certificate Programs

Certificate programs are offered as options to students in the graduate program. Coursework may be started as part of the MSW program of study, but in some instances may require additional credits (courses).

A. Graduate Certificate in Management in Social Work

The Management in Social Work certificate is implemented to provide specialized management training for social work students and professionals planning to enter or work in managerial positions in the social work field. Based on alumni surveys, we know that a large proportion of MSW graduates work in social work management positions at some point in their careers. The specific objectives of the proposed certificate are to:

1. Provide management training for interested MSW students or MSW professionals in the field.
2. To accommodate the MSW students who are interested in macro practice.
3. To prepare macro practitioners in organizational management and grant preparation.

Required Courses:

- SOW 5344 Theory & Practice with Communities and Organizations
- URS 6654 Applied Organizational Theory & Behavior
- SOW 5455 Writing & Managing Grants for Social Service Programs

Select from two of the Following:

- PAD 6205 Public Financial Management
- PAD 5435 Administration & the Role of Women
- HSA 6425 Mental Health Administration & the Role of Women
- URS 5645 Strategic Planning in Public & Non-Profit Organizations
- URS 6378 Leadership & Decision Making

Total Credits Required: 15

B. Graduate Certificate in Social Work Practice with the Elderly

This certificate of specialization with the elderly will provide Advanced Clinical Social Work Practice for MSW students, and Social Work professionals interested in working with the elderly. The specific objectives of the proposed certificate are to:

1. Provide generalist and advanced clinical social work practice for MSW students specializing in working with the elderly.
2. Provide advanced clinical social work practice continuing education for MSW professionals wishing to embark in work with elderly populations.
3. Respond to the need expressed by local social work agencies that the School of Social Work continue to provide specialization in social work practice with the elderly given the demographic characteristic and needs of the South Florida community.

Required Courses:

- SOW 5105 Human Behavior & Social Environment I or BSSW equivalent
- SOW 6125 Human Behavior & Social Environment II
- SOW 5324 Theory & Practice with Groups or BSSW

Total credits required: 15

Two year students select two courses from the following list and advanced Standing students or those with a BSSW degree must select four from the following list:

SOW 6646 Social Work Practice with the Elderly
SOW 6359 Social Work Treatment with Families and the Elderly
SOW 5640 Foundations in Gerontology for Health Professions
SOW 5641 Understanding the Process of Aging
NGR 5250 Physical change and Healthy Aging
HAS 5226 Management of Long Term Care Systems

C. Graduate Certificate in Addictions

The social work certificate in addictions is being implemented to provide specialized clinical training for social work students and professionals working in the addictions field. The specific objectives of the proposed certificate are to:

1. Provide generalist and advanced clinical social work practice for MSW students specializing in addictions.
2. Provide advanced clinical social work practice for continuing education for professionals working in the field of addictions.
3. Respond to the needs expressed by local social service agencies that the School of Social Work provide specialization in social work practice with addictions given the characteristics and needs of the South Florida community.

The State of Florida requires that for professionals to practice in the field of addiction, they must be certified or licensed. This certificate program will meet all of the classroom educational requirements laid out by the State of Florida for certification through the Florida Certification Board.

Required Courses:

- SOW 5105 Human Behavior and the Social Environment I or BSSW equivalent (3)
- SOW 6125 Human Behavior and the Social Environment II – Psychopathology (3)
- SOW 5324 Theory and Practice with Groups or BSSW equivalent (3)
- SOW 5342 Social Work Practice with Individuals & Families or BSSW equivalent (3)
- SOW 5629 Social Work Practice with Diverse Populations or BSSW equivalent (3)
- SOW 6351 Clinical Intervention in Couple and Family Social Work Practice (3)
- SOW 6435 Evaluating Empirically Based Social Work Practice (3)
- SOW 5710 Current Issues in Addiction Practices (3)
- SOW 6114 Assessment and Treatment of Addiction & Related Problems (3)
- SOW 6711 Prevention of Addiction & Related Problems (3)

Total Credits (30)

X. DUAL DEGREE PROGRAM – JD/MSW

A joint degree program between the School of Social Work and the College of Law has been established for students in the two-year MSW program who also wish to pursue a law degree. The students must be admitted into both programs. Joint degree candidates will be able to complete the requirements for both degrees with fewer credit hours than if they pursued the degrees separately.

XI. COURSE DESCRIPTIONS

SOW 5105 Human Behavior and the Social Environment I (3). Study of individuals and families with emphasis on the analysis of bio-psycho-socio-cultural factors (including racial/ethnic and gender variables) affecting human development and social functioning through the life cycle. Prerequisites: one college-level course in biology (including coverage of human biology).

SOW 5109* Crisis in the Lives of Women (3). Study of experiences in the lives of women which might lead women to seek professional assistance. Topics include domestic violence, rape, abortion, sex discrimination and AIDS. Prerequisite: Graduate or senior standing with permission of instructor.

SOW 5155* Social Work Practice with Sexual Problems (3). Skills applicable to sex-related concerns encountered in social work practice. Presents theories of the etiology of common sexual problems and explores treatment intervention modalities. Prerequisite: Graduate or senior level practice course or permission of instructor.

SOW 5235 Social Welfare Policy and Services I (3). This course analyzes major social welfare policies and programs in the United States, their emergence, development, contemporary operations and how they shaped the development of the Social Work profession.

SOW 5307* Behavior Therapy in Social Work Practice (3). Overview of the principles, clinical foundations, and applications of socio-behavioral approaches relevant to social work practice. Emphasis on behavioral change methods and problem solving in assessment, intervention, and evaluation.

SOW 5324 Theory and Practice with Groups (3). Study and application of bio-psychosocial, cultural dimensions, theories, techniques and intervention strategies for social work group practice. Prerequisites: SOW 5342. Co-requisite: SOW 5532.

SOW 5240 Advanced Interventions in Child

Maltreatment (3). This course will examine best practices in the health, mental health, and socio-emotional development of children and adolescents within the child welfare system.

SOW 5241 Advanced Child Welfare Policy and

Practice (3). This course will explore professional practice and policy issues in child welfare, with emphasis on intervention in child maltreatment. Prerequisite: SOW 5105 or advanced standing or permission of the instructor.

SOW 5342 Social Work Practice with Individuals and Families (3). This course is an overview of social work practice with individuals and families placing emphasis on professional values, interviewing skills, assessment, intervention, and outcome evaluation, all within a cross-cultural perspective. Co-/Pre- requisite: SOW 5105.

SOW 5344 Theory and Practice with Communities and Organizations (3). Study and application of bio-psychosocial, cultural dimensions, theories, techniques and intervention strategies for communities and organizations. Focuses on empowerment of populations at risk and promotion of social and economic justice.

SOW 5354* Crisis Intervention in Social Work Practice (3). This course examines the etiology, structure, theory, and application of crisis intervention in social work practice. It provides assessment criteria for assignment to this form of treatment and techniques for intervention. Prerequisite: Graduate or senior standing with permission of instructor.

SOW 5365* Behavior Therapy in Social Work Practice

(3). Overview of the principles, clinical foundations, and applications of socio-behavioral approaches relevant to social work practice. Emphasis on behavioral change methods and problem solving in assessment, intervention, and evaluation.

SOW 5404 Social Work Research Methodology (3). This course provides information on the principles and methods of basic social work research. The ethical conduct of research is taught within the context of social work purposes and values. The formulation of problems for study that address the social needs of diverse population groups is emphasized. Prerequisite: Statistics.

SOW 5455* Writing and Managing Grants for Social Service Programs (3). Prepare students to write, develop and manage grants for social services programs. Develop knowledge of grant sources, the grant making, writing and management of grant funded social welfare services. Prerequisite: SOW 5344.

SOW 5532 Field Practicum I (6). A supervised educational field experience in an agency setting for a minimum of 384-clock hours designed to provide students opportunities to develop and apply generic practice skills in working with individuals, families, groups and communities. Prerequisites: SOW 5105, SOW 5235, SOW 5342, SOW 5344, SOW 5404. Pre/co-requisite: SOW 5629 (Diversity). Co-requisite: SOW 5324

SOW 5605* Medical Social Work (3). Principles of medical social work required in hospitals and communities. Focus on the social worker as part of the health care team, with basic knowledge of medical problems of patients and their families. Prerequisite: Graduate with permission of instructor.

SOW 5607* Social Work Practice and Psychopharmacology (3). Social work practice, research, and policy in relation to psychotropic drugs including effectiveness and limitations of main drug classes and ethical, professional, legal, scientific and cultural issues. Prerequisites: Graduate or senior standing.

SOW 5614* Social Work Practice with Persons Affected by Domestic Violence (3). Course prepares students to appropriately identify, assess, and intervene with persons affected by domestic violence utilizing assessment and intervention strategies in practice. Prerequisites: Graduate or senior standing with permission of instructor.

SOW 5621* Social Work with Refugees, Immigrants, and Migrants (3). Provides skills and knowledge responsive to the needs of immigrants and refugees and addresses influences of cultural, ethnic, gender, age, and class differences in acculturation and service delivery. Prerequisite: Graduate or senior standing with permission of instructor.

SOW 5624* Feminist Therapy in Social Work (3). Reviews basic principles of feminist therapy and focuses on the application of feminist therapy in clinical social work practice. Prerequisite: Graduate or senior standing with permission of instructor.

SOW 5629 Social Work Practice with Diverse Populations (3). Prepares students for responsive practice with diverse populations with emphasis on South Florida. Includes knowledge and skills in interviewing, assessment, interventions, termination, and follow-up. Prerequisite: SOW 5342.

SOW 5635* School Social Work Practice (3). Designed to assist students in developing knowledge and skills necessary for effective social work practice in school settings. Promotes understanding of social work practice to improve the functioning of children. Prerequisite: Graduate or permission of instructor.

SOW 5640* Foundations in Gerontology for Health Professions (3). Implications for health professions of the biological, cross-cultural, physiological, psychological, social, and societal contexts of aging.

SOW 5641* Understanding the Process of Aging (3). Study of the physical psychosocial and cultural factors affecting human development in late life, from a social work perspective. Prerequisite: Graduate or senior standing with permission of instructor.

SOW 5672* Animal Assisted Treatment for Social Work. (3). Introduction to the human/animal bond and animal assisted treatment. There will be illustrations of programs using small animals, horses, and dolphins. Prerequisites: Graduate or permission of instructor.

SOW 5710* Current Issues in Addiction Practices (3). An overview of chemical dependency in the social service delivery system including policy and program approaches, client assessment, treatment techniques and prevention issues. Prerequisites: Graduate or permission of instructor.

SOW 5805C* Counseling the Elderly (3). Applied gerontological knowledge to counseling skills required for independent as well as frail elderly clients. Course focuses on long and short term interventions in a range of practice settings. Prerequisite: Graduate or permission of instructor.

SOW 5905* Individual Study (1-3). Individually selected program of advanced supervised study related to specific issues in social work and social welfare. Prerequisite: Permission of instructor.

SOW 5932* Seminar in Social Work Practice (3). An exploration of various critical issues of concern to the social work profession. Prerequisite: Graduate or senior standing.

SOW 6114C* Assessment and Treatment of Addiction and Related Problems (3). Course provides increased understanding of treatment for addictive disorders including assessment, therapeutic techniques and supportive aftercare as well as community consultation and referral skills. Prerequisite: SOW 5710

SOW 6125 Human Behavior and the Social Environment II – Psychopathology (3). Study of the psychological aspects of client problems, including psychopathology, frequently encountered by social workers in direct practice with attention to differential treatment issues. Prerequisite: SOW 5105 and in concentration year.

SOW 6236 Social Welfare Policy and Services II (3). This course offers students the opportunity to gain in-depth knowledge about social welfare policymaking processes and their impact on the social service delivery system. Prerequisite: SOW 5235 or BSSW equivalent.

SOW 6243* Child and Family Social Policy Issues (3).

A comprehensive overview of the range of children and family policies, programs and issues in the U.S.A. in the context of comparing residual and institutional approaches to social service delivery, and policy implications for use of each approach.

SOW 6245* Social Welfare Policies and Services to the Elderly (3). The content of the course will center around the federal/state policies affecting the quality of life of the older person. Among the areas to be considered are an overview of the situation of the aged, specific public and private social welfare policies, including the origin of policy making, and problems involved in the process of implementation of social welfare policies for the elderly.

SOW 6281* Legal Aspects of Social Work Practice (3). Introduction to legal aspects of social work practice including client and agency rights, malpractice issues, legal research, and practice interaction with legal counsel, legal services, and the courts. Prerequisite: Graduate or permission of instructor.

SOW 6351 Clinical Interventions in Couples and Family Social Work Practice (3). This course will provide students with an understanding and application of the major models of social work intervention in working with individuals and families, with critical analysis in assessing functioning across the life span and in implementing intervention techniques. The influence of cultural/ethnic differences and how these may affect family relationships and functioning will be assessed. Prerequisite: Admission to concentration. Co-requisite for SOW 6534 (Clinical Practicum III).

SOW 6359* Social Work Treatment with Families of the Elderly (3). Preventive and treatment approaches in social work practice with families of the elderly. Focus on the aging family as client-system and the knowledge and skills needed for a range of interventions.

SOW 6372* Supervision, Consultation and Staff Development (3). Key aspects of supervision in social service agencies are explored. This course emphasizes supervisory competence, consultation and staff development. Prerequisite: Graduate or permission of instructor.

SOW 6386* Social Program Planning and Development (3). Theory and practice of social program planning and development for organizations and communities. Social services to families, children and elderly, especially service needs for which programs do not exist will receive special emphasis. Prerequisite: Graduate or permission of instructor.

SOW 6387* Social Services Management Skills (3). Learning units in which students practice and demonstrate, through simulation and participation, skills in major aspects of social services management. Prerequisite: Graduate or permission of instructor.

SOW 6425 Clinical Assessment and Intervention Planning (3). Critical analysis of assessment models, the current issues, skills of assessment & intervention planning, including the evidence basis of assessment practice. Prerequisite: SOW 5324 and SOW 5532 or Advanced Standing. Co-requisite: SOW 6533 (Practicum II) and Prerequisite for SOW 6534 (Practicum III).

SOW 6435 Evaluating Empirically Based Social Work Practice (3). This course focuses on research designs for evaluating social work practice and social programs. The ethics, politics, and conduct of evaluative research are taught within the context of the purposes, values, and ethics of professional social work practice. Prerequisite: admission to concentration.

SOW 6436* Empirically-Based Practice in Social Work (3). Advanced utilization of intervention effectiveness research results and techniques in social work practice with individuals, families and groups. Prerequisites: SOW 6435 and an advanced practice course in concentration.

SOW 6533 Clinical Practicum II (3). The first part of two masters-level advanced field practicum courses and integrative seminars that provide students with the opportunity to apply and integrate advanced clinical knowledge and skills. Prerequisites: SOW 5125, SOW 6435, SOW 6236 (Policy II). Co-requisite: SOW 6425.

SOW 6534 Clinical Practicum III (6). The second part of two masters-level advanced field practicum courses & integrative seminars that provide students with the opportunity to apply and integrate advanced clinical knowledge and skills. Prerequisites: SOW 6533 (Practicum II), SOW 6425, SOW 6435, SOW 5125. Co-requisite: SOW 6351.

SOW 6646* Social Work Practice with the Elderly (3).

The knowledge and skills necessary for advanced social work practice in social agencies which deal with problems and issues of the aging population in contemporary society.

SOW 6647* Advocacy in Social Work Practice (3).

This course covers skills and knowledge necessary for the practice of advocacy on behalf of individuals and groups, including political, legislative, and organizational perspectives.

SOW 6649* Social Work Practice in Long Term Care and the Elderly (3).

This course focuses on direct practice with the frail elderly and their families within the rapidly changing system of community and institutional long term care.

SOW 6655* Clinical Interventions in Children and Adolescent Social Work Practice (3). This course will provide students with opportunity to select apply and evaluate appropriate interventive strategies in working with children and adolescents. Specific attention to sociocultural, gender and racial differences in understanding development issues and in critically assessing the applicability of practice theories.

SOW 6656* Decision-making in Child Placement (3). This course will stress decision-making and intervention when substitute care is considered or carried out. Termination of parental rights and the choice of timing and placements of children will be considered. Prerequisite: Graduate or permission of instructor.

SOW 6711* Prevention of Addiction and Related Problems (3). Course provides increased understanding of substance abuse prevention including history and effective approaches as well as skills to reinforce healthy lifestyles and identify early potential problems. Prerequisite: SOW 5710.

SOW 6914* Independent Research (1-6). Individually selected program of supervised data collection and analysis on specific topics in social work and social welfare. Pre-requisites: SOW 5404 and permission of the instructor.

*-*Social Work Electives*

XII. Student Organizations

Social Work students are encouraged to participate in the various organizations listed in the University Catalog. The Student Social Work Association (S.S.W.A.) is the organization for social work students. It serves as an important means by which student opinions may be conveyed to members of the faculty. S.S.W.A. representatives are invited to attend faculty meetings and to participate in committee work. Phi Alpha Honor Society (Delta Iota Chapter) is a chapter of the National Phi Alpha Honor Society for social work. Graduate Students are eligible to apply for membership after they have met the following criteria: completed at least (9) credit hours of social work courses, maintain a 3.5 overall GPA, and are a member of S.S.W.A. and earn at least 7 service points per semester (two semester minimum). Active membership at the time of graduation will allow the student to purchase a stole and medallion for graduation. Membership applications and information are available in the School's office on all three campuses. Information can also be obtained from the School's website.

XIII. Criteria for Evaluation of Academic and Professional Performance

Students are expected to complete all academic and nonacademic requirements for the Social Work Program in the preparation for professional practice. Issues can arise regarding student academic performance or non-academic or conduct which may result in a review of the student's situation and continuing progress in the Social Work Program. The guiding principles central to ensuring professional competence by all social work students is adherence to a set of values, principles, and ethical standards set forth by the National Association of Social Workers (NASW), and universally accepted by the social work profession. Some of the possible reasons that would result in initiation of the Student Review and Termination Procedures are:

1. Academic performance matters, or
2. Nonacademic performance matters in the classroom, field setting, or other relevant locations.

1. ACADEMIC PERFORMANCE

Criteria for Academic Performance Review

Inability, unwillingness, or failure to meet academic requirements may result in the initiation of the Student Review and Termination Procedure.

The following academic performance issues meet the criteria for Academic Performance Review although are not considered to be inclusive or exhaustive of possible student issues:

1. Plagiarism, cheating, or any form of academic dishonesty or disruption (refer to Code of Student Conduct in Florida International University Student Handbook, NASW Code of Ethics).
2. Failure to maintain a 3.0 GPA (MSW) or 2.5 GPA (BSSW) or beyond one semester of academic probation.
3. Failure to follow course sequencing as scheduled and/or advised, unless other arrangements were made and approved in writing by the appropriate BSW/MSW Program Coordinator, the Field Coordinator, or the Director of the School.
4. A failing grade for any semester of the field practicum.

2. NONACADEMIC PERFORMANCE

Students are expected to demonstrate professional conduct and attitudes in all parts of the Social Work Program. Possible nonacademic performance issues include, but are not limited to conduct that is inconsistent with or a violation of the Code of Ethics of the National Association of Social Workers and/or the University Code of Conduct

Criteria for Nonacademic Review

Inability, unwillingness, or failure to meet generally accepted professional guidelines of professional conduct, personal integrity, or emotional stability may result in the initiation of the Student Review and Termination Procedure. The following nonacademic performance matters include, but are not limited to, inappropriate or disruptive behavior toward colleagues, faculty, staff, field Educators, clients or others within the social work program, university, field placement, or affiliated organizations.

1. Inability, unwillingness, or failure to:
 - Respect and/or promote the clients' right to self-determination.
 - Provide clients with the opportunity for informed consent.
 - Provide services within the boundaries of their competence, utilizing supervisory consultation as guidance.
 - Respect human and cultural diversity.

- Respect clients' right to privacy and confidentiality in accordance with professional ethics, Florida statutes, University, or agency policy.
 - Treat fellow students, colleagues, supervisors, or Educators with respect.
 - Maintain the confidentiality of fellow students, colleagues, supervisors or Educators.
 - Use practice skills or interventions that fall within the range of accepted and relevant practice.
 - Demonstrate appropriate interpersonal boundaries, self-awareness, self-containment, or self-control, abilities and attributes essential for professional social work practice.
 - Report suspected child abuse, family violence, elder abuse, or threatened harm to self or others as required by Florida statute.
2. Entering into a dual relationship with clients or failing to disclose a conflict of interest.
 3. Behavior in the classroom or field activities, which causes a disruption in the learning of other students or in the service of clients.
 4. Entering into a sexual relationship or sexual activity with clients, whether consensual or forced.
 5. Use of disrespectful or derogatory language in written or verbal communication with or about fellow students, colleagues, supervisors, or Educators.
 6. Exploitation of clients who lack the capacity to make informed decisions.
 7. Not taking adequate steps to address or remedy personal problems, psychosocial distress, substance abuse, or mental health impairment that interfere with practice effectiveness or classroom learning.
 8. Unethical or criminal conduct that interferes with competent performance as a social work practitioner or may potentially compromise the safety of others or client services.
 9. Private conduct that interferes with the ability to fulfill student responsibilities or that represents dishonesty, fraud, deception, or misrepresentation.
 10. Acts or threats of physical violence or verbally abusive behavior toward fellow students, colleagues, supervisors, or Educators; or acts which may threaten the safety of same.
 11. Failure to comply with all agency and School of Social Work policies and procedures (e.g., physicals, drug screens, HIV testing, liability insurance, dress and appearance codes, immunizations, fingerprinting, and criminal background checks).

3. INITIATING A STUDENT REVIEW AND TERMINATION PROCEDURE

Who can initiate a concern about a student?

A student, client, supervisor, Field Educator, colleague, or faculty member who observes or has knowledge of any of the above academic or nonacademic performance or conduct issues, or any other behaviors which appear to interfere with professional social work education or practice, may bring the issues to the attention of the Director of the School of Social Work.

Process

1. The student and faculty member (or other e.g. Field Educator) should attempt to resolve the matter in a mutually agreeable fashion.
2. If the problem is unresolved at this level, a student may make a written formal appeal to the Director of the School of Social Work within ten (10) days of the failure to resolve the matter informally. The written appeal should include a description of the nature of the issue and a summary of previous resolution efforts. The Director of the School of Social Work may refer the appeal to a designated Student Review and Termination Committee by notifying the Chairperson of the Student Review and Termination Committee.

3. The Student Review and Termination Committee will arrange for a meeting with the student to address the appeal within ten (10) working days of notice by the Director.
4. Members of the faculty involved with the identified issue may be required to meet with the Student Review and Termination Committee.
5. The student may choose to bring a personal advocate or advisor (not legal representation) to this meeting provided the student notifies the Committee within five (5) working days prior to the meeting of the name of the advocate, and the role to be served by the advocate at the meeting. The student may confer with his/her personal advocate or advisor, verbally or in writing, during the Student Review and Termination Committee meeting but may not speak for the student or represent the student to the committee.
6. The Student Review and Termination Committee meeting will convene and present written recommendations based upon their findings to the Director of the School of Social Work within five (5) working days of the meeting.
7. Written notification of the Director's decision will be sent to the student within five (5) working days of receipt of the recommendations of the Student Review and Termination Committee. Possible actions by the Director include:
 - A determination that the matter is so egregious as to warrant immediate termination from the program;
 - Referral of the matter to the BSW, MSW, Ph.D., or Field Program Coordinator to create with the student a plan for remediation of the problem.
8. If satisfaction is not achieved at this level, the student may make a written appeal as follows:

Undergraduate Students to the Executive Dean of the College of Social Work, Justice, and Public Affairs as outlined in the Student Handbook.

Graduate Students to the Dean of Graduate Studies in accordance with the Graduate Student Academic Grievance Procedure adopted on October 5, 1993 by the Faculty Senate.

Rules governing remediation plan

1. A time line will be developed for completion of the plan.
2. The agreed upon plan will be put into written form and signed by all parties. A copy will be given to all participants and placed in the student's file and given to the Director of the School of Social Work.
3. The plan will be monitored and reviewed by the individual designated by the Committee and assessed for progress and completion of requirements.
4. If the student does not successfully meet the requirements specified in the plan, the student will be dismissed from the program. The student will be notified of this dismissal in writing by the Director of the School of Social Work.
5. This procedure does not apply to automatic dismissals for failure to maintain sufficient academic progress.
6. If satisfaction is not achieved at this level, the student may make a written appeal to the Executive Dean of the College of Social Work, Justice, and Public Affairs as outlined in the Student Handbook.

NOTE: The School of Social Work will comply with the Florida Statute 228.093 regarding confidentiality of student records.

Student Review and Termination Committee Membership

The membership of the Student Review and Termination Committee is determined by the Director of the School of Social Work using the following guidelines:

- (1) The Associate Director will serve as chair to the committee.
- (2) The Coordinator of Field Education or designee and a member of the Field Advisory Committee or agency field instructor will serve on the committee if a field practicum issue is brought to the committee.
- (3) A student representative from the School of Social Work in either the second year of the MSW program or a senior in the BSSW program will serve on the committee.
- (4) A faculty member from the School of Social work will serve on the committee.

XIV. Academic Appeals Procedure

Students are referred to the FIU student handbook. It is the student's responsibility to obtain a free copy of the handbook from the Office of Student Government. Student conduct and policies are clearly outlined. Students are required to become thoroughly familiar with their rights and responsibilities within the University.

XV. Career Planning

Faculty members are eager to help the student in developing career goals and plans. The student's advisor is available for discussion of long-range plans or immediate job opportunities.

The Division of Student Services, at the Graham Center, maintains a file of job openings. Students are welcome to consult this at any time.

The bulletin boards in the social work program areas display information about social work jobs. Advisors in the school may also provide information about openings.

The NASW News, published by the National Association of Social Workers, usually includes several pages of advertisements about job openings in various parts of the country. Students are encouraged to join NASW.

Appendix A

Admission Prerequisites

COURSES:

1. **Human Biology** – a biology course with human content such as:

Florida Community Colleges and Universities:

APB/BSC 1005 - General Biology
BSC 1085 - Human Anatomy and Physiology I
BSC 2085 - Human Anatomy and Physiology II

Florida International University (FIU):

PCB 2700 - Foundations of Human Physiology
BSC 2023- Human Biology
BSC 1010- General Biology

2. **Statistics** – a basic course in statistical methods such as:

Florida Community Colleges and Universities:

STA 2023 – Statistical Methods
STA 2122 - Statistical Methods for the Behavioral and Social Science

Florida International University:

STA 1013 -Statistics for Social Services
STA 2122 - Intro to Statistics
(please refer to University catalog)

3. **Social Science Requirements** – 12 semester hours in any of the social and behavioral sciences such as:

Psychology
Sociology
Anthropology
Economics
Political Science

TEST INFORMATION:

Test of English as a Foreign Language (TOEFL): <http://www.toefl.org>

For test dates and pre-test instruction information contact: <http://www.fiu.edu/~testing>

Appendix B
PROGRAMS OF STUDY MODELS

MASTER OF SOCIAL WORK DEGREE
TWO-YEAR MSW FULL-TIME ENTERING IN FALL SEMESTER

FIRST YEAR – FOUNDATION

	Semester I (FALL)	Credits
SOW 5105	Human Behavior & the Social Environment I	3
SOW 5235	Social Welfare Policy & Services I	3
SOW 5342	Theory & Practice with Individuals & Families	3
SOW 5344	Theory & Practice with Communities & Organizations	3
SOW 5404	Social Work Research Methodology	3
Total Semester Credits		15

	Semester II (SPRING)	Credits
SOW 5324	Theory and Practice with Groups	3
SOW 5629	Social Work Practice with Diverse Populations	3
SOW 5532	Practicum I (24 hrs p/ week for 16 weeks = 384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		15

SUMMER – Can take electives or courses from Second Year to lighten Second Year load

SECOND YEAR ADVANCED CLINICAL PRACTICE

	Semester III (FALL)	Credits
SOW 6125	Human Behavior & Social Environment II – Psychopathology	3
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6533	Clinical Practicum II (16 hrs. p/wk for 12 wks = 192 hrs.)	3
Total Semester Credits		15

	Semester IV (SPRING)	Credits
SOW 6351	Clinical Interventions in Couples & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs. p/wk for 16 wks = 384 hrs.)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		15

Electives: 3 Total – can be taken any semester

TWO-YEAR MSW FULL-TIME ENTERING IN SPRING SEMESTER

FIRST YEAR – FOUNDATION

	Semester I (Spring)	Credits
SOW 5342	Theory & Practice w/ Individuals & Families	3
SOW 5344	Theory & Practice w/ Communities & Organizations	3
SOW 5105	Human Behavior & the Social Environment I	3
Total Semester Credits		9

	Semester II (SUMMER)	Credits
SOW 5404	Social Work Research Methods	3
SOW 5235	Social Welfare Policy & Services I	3
SOW 5629	Social Work Practice w/ Diverse Populations	3
Total Semester Credits		9

	Semester III (FALL)	Credits
SOW 5324	Theory & Practice w/ Groups	3
SOW 5532	Practicum I (24 hrs. p/wk for 16 wks = 384 hrs.)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		12

Electives: 3 Total – can be taken any semester

SECOND YEAR – ADVANCED CLINICAL PRACTICE

	Semester IV (SPRING)	Credits
SOW 6125	Human Behavior & the Social Environment II - Psychopathology	3
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6533	Clinical Practicum II (16 hrs. p/wk for 12 wks = 192 hrs.)	3
Total Semester Credits		15

	Semester V (SUMMER)	Credits
SOW 6351	Clinical Interventions in Couples & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks =384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		15

TWO-YEAR MSW PART-TIME ENTERING IN FALL SEMESTER

FIRST YEAR – FOUNDATION

Semester I (FALL)		Credits
SOW 5105	Human Behavior & the Social Environment	3
SOW 5235	Social Welfare Policy & Services I	3
Total Semester Credits		6

Semester II (SPRING)		Credits
SOW 5342	Theory & Practice w/ Individuals & Families	3
SOW 5344	Theory & Practice w/ Communities & Organizations	3
Total Semester Credits		6

Semester III (SUMMER)		Credits
SOW 5404	Social Work Research Methods	3
SOW 5629	Social Work Practice w/ Diverse Populations	3
Total Semester Credits		6

Semester IV (FALL)		Credits
SOW 5324	Theory & Practice w/ Groups	3
SOW 5532	Practicum I (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

SECOND YEAR – ADVANCED CLINICAL PRACTICE

Semester V (SPRING)		Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		6

Semester VI (SUMMER)		Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
Total Semester Credits		6

Semester VII (FALL)		Credits
SOW 6236	Social Welfare Policy & Services II	3
SOW 5/6XX		3
Total Semester Credits		6

Semester VIII (SPRING)		Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

Semester IX (SUMMER)		Credits
SOW 6351	Clinical Interventions in Couples & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

Electives: 3 Total – can be taken any semester

TWO-YEAR MSW PART-TIME ENTERING IN FALL SEMESTER

3 COURSE SEMESTER LOAD

FIRST YEAR - FOUNDATION

Semester I (FALL)		Credits
SOW 5105	Human Behavior & the Social Environment I	3
SOW 5235	Social Welfare Policy & Services I	3
SOW 5404	Social Work Research Methodology	3
Total Semester Credits		9

Semester II (SPRING)		Credits
SOW 5344	Theory & Practice w/ Communities & Organizations	3
SOW 5342	Theory & Practice w/ Individuals & Families	3
SOW 5629	Social Work Practice with Diverse Populations	3
Total Semester Credits		9

Semester III (SUMMER)		Credits
SOW 5324	Theory & Practice with Groups	3
SOW 5532	Practicum I (24 hrs p/wk for 16 wks = 384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		12

SECOND-YEAR – ADVANCED CLINICAL PRACTICE

Semester IV (FALL)		Credits
SOW 6125	Human Behavior & the Social Environment II-Psychopathology	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 5/6XX	Social Welfare Policy & Services II	3
Total Semester Credits		9

Semester V (SPRING)		Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6535	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
SOW 5/6XX	Social Work Practice Elective	3
Total Semester Credits		9

Semester VI (SUMMER)		Credits
SOW 6351	Clinical Interventions in Couples & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

Semester VII (FALL)		Credits
SOW 5/6XX	Social Work Practice Elective	3
Total Semester Credits		3

Electives: 3 Total – can be taken any semester

TWO-YEAR PART-TIME ENTERING IN SPRING SEMESTER

FIRST YEAR - FOUNDATION

3 COURSE SEMESTER LOAD

	Semester I (SPRING)	Credits
SOW 5342	Theory & Practice w/ Individuals & Families	3
SOW 5105	Human Behavior & the Social Environment I	3
SOW5344	Theory & Practice w/ Communities & Organizations	3
Total Semester Credits		9

	Semester II (SUMMER)	Credits
SOW 5629	Social Work Practice to Diverse Populations	3
SOW 5235	Social Welfare Policy & Services I	3
SOW 5404	Social Work Research Methods	3
Total Semester Credits		9

	Semester III (FALL)	Credits
SOW 5324	Theory & Practice w/ Groups	3
SOW 5532	Practicum I (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

SECOND-YEAR – ADVANCED CLINICAL PRACTICE Select Track A or B

	Semester IV (SPRING)	Credits
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
Total Semester Credits		9

	Semester V (SUMMER)	Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		9

	Semester VI (FALL)	Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

	Semester VII (SPRING)	Credits
SOW 6351	Clinical Intervention in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

Electives: 3 Total - can be taken any semester

TWO-YEAR PART-TIME ENTERING IN SPRING SEMESTER

FIRST YEAR – FOUNDATION

TWO COURSE LOAD

Semester I (SPRING)		Credits
SOW 5342	Theory & Practice w/ Individuals & Families	3
SOW 5105	Human Behavior & the Social Environment I	3
Total Semester Credits		6

Semester II (SUMMER)		Credits
SOW 5629	Social Work Practice with Diverse Populations	3
SOW 5235	Social Welfare Policy & Services I	3
Total Semester Credits		6

Semester III (FALL)		Credits
SOW 5344	Theory & Practice w/ Communities & Organization	3
SOW 5404	Social Work Research Methodology	3
Total Semester Credits		6

Semester IV (SPRING)		Credits
SOW 5324	Theory & Practice w/ Groups	3
SOW 5532	Clinical Practicum I (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

SECOND YEAR - ADVANCED CLINICAL PRACTICE

Semester V (SUMMER)		Credits
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		6

Semester VI (FALL)		Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6236	Social Welfare Policy & Services II	3
Total Semester Credits		6

Semester VII (SPRING)		Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

Semester VIII (SUMMER)		Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

Semester IX (FALL)		Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		6

Electives: 3 Total – can be taken any semester

ADVANCED STANDING MSW FULL-TIME ENTERING IN FALL SEMESTER

SECOND YEAR – ADVANCED CLINICAL PRACTICE

	Semester I (FALL)	Credits
SOW 6125	Human Behavior & the Social Environment II - Psychopathology	3
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		15

	Semester II (SPRING)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		15

*Electives: 2 Total – can be taken any semester

ADVANCED STANDING MSW FULL-TIME ENTERING SPRING SEMESTER

SECOND YEAR – ADVANCED CLINICAL PRACTICE

	Semester I (SPRING)	Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		15

	Semester II (SUMMER)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 p/wk for 16 wks = 384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		15

ADVANCED STANDING MSW FULL-TIME ENTERING IN SUMMER SEMESTER

SECOND YEAR – ADVANCED CLINICAL PRACTICE

	Semester I (SUMMER)	Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		9

	Semester II (FALL)	Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
SOW 6236	Social Welfare Policy & Services II	3
Total Semester Credits		12

	Semester III (SPRING)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

ADVANCED STANDING MSW PART-TIME ENTERING IN FALL SEMESTER

SECOND YEAR – ADVANCED CLINICAL PRACTICE

(3 SEMESTERS)

	Semester I (FALL)	Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
Total Semester Credits		9

	Semester II (SPRING)	Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
SOW 5/6XX	Social Work Clinical Practice Elective	6
Total Semester Credits		9

	Semester III (SUMMER)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		9

(2 COURSE LOAD – 5 SEMESTERS)

	Semester I (FALL)	Credits
SOW 6125	Human Behavior & the Social Environment II	3
SOW 6236	Social Welfare Policy & Services II	3
Total Semester Credits		6

	Semester II (SPRING)	Credits
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		6

	Semester III (SUMMER)	Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		3

	Semester IV (FALL)	Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

	Semester V (SPRING)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

*Electives: 2 Total – can be taken any semester

ADVANCED STANDING MSW PART-TIME ENTERING IN SPRING SEMESTER

SECOND YEAR – ADVANCED STANDING

(4 Semesters)

	Semester I (SPRING)	Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6236	Social Welfare Policy & Services II	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		9

	Semester II (SUMMER)	Credits
SOW 6435	Evaluating Empirically Based Social Work Practice	3
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		6

	Semester III (FALL)	Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

	Semester IV (SPRING)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

ADVANCED STANDING MSW PART-TIME ENTERING IN SPRING SEMESTER

SECOND YEAR – ADVANCED STANDING

(5 Semesters)

	Semester I (SPRING)	Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6XXX	Social Welfare Policy & Services II	3
Total Semester Credits		6

	Semester II (SUMMER)	Credits
SOW 6XXX	Social Work Clinical Practice Elective	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
Total Semester Credits		6

	Semester III (FALL)	Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

	Semester IV (SPRING)	Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total semester Credits		9

	Semester V (SUMMER)	Credits
SOW 6XXX	Social Work Clinical Practice Elective	3
Total Semester Credits		3

*Elective: Total of 2 – can be taken during any semester

ADVANCED STANDING MSW PART-TIME ENTERING SUMMER SEMESTER

SECOND YEAR – ADVANCED STANDING

Semester I (SUMMER)		Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
SOW 6435	Evaluating Empirically Based Social Work Practice	3
Total Semester Credits		6

Semester II (FALL)		Credits
SOW 6125	Human Behavior & the Social Environment II – Psychopathology	3
SOW 6236	Social Welfare Policy & Services II	3
Total Semester Credits		6

Semester III (SPRING)		Credits
SOW 6425	Clinical Assessment and Intervention Planning	3
SOW 6533	Clinical Practicum II (16 hrs p/wk for 12 wks = 192 hrs)	3
Total Semester Credits		6

Semester IV (SUMMER)		Credits
SOW 6351	Clinical Interventions in Couple & Family Social Work Practice	3
SOW 6534	Clinical Practicum III (24 hrs p/wk for 16 wks = 384 hrs)	6
Total Semester Credits		9

Semester V (FALL)		Credits
SOW 5/6XX	Social Work Clinical Practice Elective	3
Total Semester Credits		3

APPENDIX C

Administration

Paul Stuart, Ph.D.
Professor and Director
University of Wisconsin-Madison

Mary Helen Hayden, Ed.D., LCSW, DCSW
Associate Director
School of Social Work
Florida State University

Jennifer Drazen, LCSW
Coordinator of Student Services
Barry University

Faculty

Richard Beaulaurier, Ph.D.
Associate Professor
University of Southern California

Jennifer Becker, MSW, Ph.D.
Visiting Instructor and Coordinator of Title IV-E
Program
Florida International University

David Cohen, Ph.D.
Professor
University of California, Berkely

Shelley Craig, MSW, Ph.D.
Visiting Instructor
Florida International University

Mario De La Rosa, Ph.D.
Professor
Ohio State University

Marian Dumaine, Ph.D.
Clinical Associate Professor and Field Education
Coordinator
Florida International University

Mark Macgowan, Ph.D.
Associate Professor
Barry University

Susan Mankita, LCSW
Visiting Instructor & Assistant Field Education
Coordinator
Barry University

Adis Orta, MSW
Visiting Instructor & Assistant Field Education
Coordinator
Barry University

Miriam Potocky-Tripodi, Ph.D.
Associate Professor
University of Kansas

Christopher Rice, Ph.D.
Associate Professor
Washington University

Florence Safford, DSW
Associate Professor Emeritus
Hunter College

Barbara Thomlison, Ph.D.
Professor and Director of Institute for Children
and Families at Risk
University of Toronto

Nan Van Den Berg, Ph.D.
Associate Professor
University of Pittsburgh

Richard Van Dorn, Ph.D.
Assistant Professor
University of North Carolina at Chapel Hill

Eric Wagner, Ph.D.
Professor and Ph.D. Coordinator
The University of Pittsburgh

Stephen E. Wong, Ph.D.
Associate Professor
Western Michigan University

Faculty Holding University Administrative Appointments

Andres G. Gil, Ph.D.

Associate Vice President for Research Development and Professor
University of Miami

Rosa Jones, DSW

Associate and Founding Professor, Vice-Provost and Dean of Undergraduate Studies
Howard University

Ray J. Thomlison, Ph.D.

Professor and Dean
College of Social Work, Justice, and Public Affairs
University of Toronto

Emeritus

Florence Safford, DSW

Associate Professor Emeritus
Hunter College

Administrative Staff

Zoraya Arguello

Program Assistant

Irene Martinez

Program Assistant

Maria Gutierrez

Office Assistant

Edna Melendez

Administrative Assistant

Appendix D

UNIVERSITY TUITION AND FEES 2007- 2008

Application (nonrefundable)	\$ 30.00
Florida Resident (per credit hour)	\$272.74
Non-Florida Resident	\$776.81
Annual Photo ID:	\$ 10.00
Parking Fee (per term):	\$ 71.69
Athletic Fee (per term):	\$ 10.00
Health Fee (per term):	\$ 67.20
Late Payment Fee:	\$100.00
Late Registration Fee:	\$100.00

*** Tuition and Fees Are Subject to Change**

For current information on tuition and fees, please contact the Office of the Registrar at:

<http://www.fiu.edu/orgs/register/>

Appendix E

CONTACT INFORMATION

UNIVERSITY PARK CAMPUS

School of Social Work

University Park Campus
12000 SW 8th Street, GL 4th Floor
Miami, FL 33199

(305) 348-5880

Social Work Admissions

(305) 348-5887

School of Social Work Student Services Coordinator

(305) 348-0678

Office of the Registrar

(305) 348-2320

Financial Aid

(305) 348-7272

University Graduate School

(305) 348-2455

Graduate Admissions

(305) 348-7442

Health and Wellness Center

(305) 348-2688

International Student and Scholar Services

(305) 348-2421

Field Practicum Office

(305) 348-3881

Disability Services

(305) 348-3532

Website

<http://socialwork.fiu.edu> |

APPENDIX F

EDUCATIONAL POLICY Council of Social Work Education April, 2002

1. Purposes

1.0 Purposes of the Social Work Profession

The social work profession receives its sanction from public and private auspices and is the primary profession in the development, provision, and evaluation of social services. Professional social workers are leaders in a variety of organizational settings and service delivery systems within a global context.

The profession of social work is based on the values of service, social and economic justice, dignity and worth of the person, importance of human relationships, and integrity and competence in practice. With these values as defining principles, the purposes of social work are:

- To enhance human well-being and alleviate poverty, oppression, and other forms of social injustice.
- To enhance the social functioning and interactions of individuals, families, groups, organizations, and communities by involving them in accomplishing goals, developing resources, and preventing and alleviating distress.
- To formulate and implement social policies, services, and programs that meet basic human needs and support the development of human capacities.
- To pursue policies, services, and resources through advocacy and social or political actions that promote social and economic justice.
- To develop and use research, knowledge, and skills that advance social work practice.
- To develop and apply practice in the context of diverse cultures.

1.1 Purposes of Social Work Education

The purposes of social work education are to prepare competent and effective professionals, to develop social work knowledge, and to provide leadership in the development of service delivery systems. Social work education is grounded in the profession's history, purposes, and philosophy and is based on a body of knowledge, values, and skills. Social work education enables students to integrate the knowledge, values, and skills of the social work profession for competent practice.

1.2 Achievement of Purposes

Among its programs, which vary in design, structure, and objectives, social work education achieves these purposes through such means as:

- Providing curricula and teaching practices at the forefront of the new and changing knowledge base of social work and related disciplines.
- Providing curricula that build on a liberal arts perspective to promote breadth of knowledge, critical thinking, and communication skills.
- Developing knowledge.
- Developing and applying instructional and practice-relevant technology.
- Maintaining reciprocal relationships with social work practitioners, groups, organizations, and communities.
- Promoting continual professional development of students, faculty, and practitioners.
- Promoting interprofessional and interdisciplinary collaboration.
- Preparing social workers to engage in prevention activities that promote well-being.
- Preparing social workers to practice with individuals, families, groups, organizations, and communities.

- Preparing social workers to evaluate the processes and effectiveness of practice.
- Preparing social workers to practice without discrimination, with respect, and with knowledge and skills related to clients' age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation.
- Preparing social workers to alleviate poverty, oppression, and other forms of social injustice.
- Preparing social workers to recognize the global context of social work practice.
- Preparing social workers to formulate and influence social policies and social work services in diverse political contexts.

2. Structure of Social Work Education

2.0 Structure

Baccalaureate and graduate social work education programs operate under the auspices of accredited colleges and universities. These educational institutions vary by auspices, emphasis, and size. With diverse strengths, missions, and resources, social work education programs share a common commitment to educate competent, ethical social workers.

The baccalaureate and master's levels of social work education are anchored in the purposes of the social work profession and promote the knowledge, values, and skills of the profession. Baccalaureate social work education programs prepare graduates for generalist professional practice. Master's social work education programs prepare graduates for advanced professional practice in an area of concentration. The baccalaureate and master's levels of educational preparation are differentiated according to (a) conceptualization and design, (b) content, (c) program objectives, and (d) depth, breadth, and specificity of knowledge and skills. Frameworks and perspectives for concentration include fields of practice, problem areas, intervention methods, and practice contexts and perspectives.

Programs develop their mission and goals within the purposes of the profession, the purposes of social work education, and their institutional context. Programs also recognize academic content and professional experiences that students bring to the educational program. A conceptual framework, built upon relevant theories and knowledge, shapes the breadth and depth of knowledge and practice skills to be acquired.

2.1 Program Renewal

Social work education remains vital, relevant, and progressive by pursuing exchanges with the practice community and program stakeholders and by developing and assessing new knowledge and technology.

3. Program Objectives

Social work education is grounded in the liberal arts and contains a coherent, integrated professional foundation in social work. The graduate advanced curriculum is built from the professional foundation. Graduates of baccalaureate and master's social work programs demonstrate the capacity to meet the foundation objectives and objectives unique to the program. Graduates of master's social work programs also demonstrate the capacity to meet advanced program objectives.

3.0 Foundation Program Objectives

The professional foundation, which is essential to the practice of any social worker, includes, but is not limited to, the following program objectives. Graduates demonstrate the ability to:

1. Apply critical thinking skills within the context of professional social work practice.

2. Understand the value base of the profession and its ethical standards and principles, and practice accordingly.
3. Practice without discrimination and with respect, knowledge, and skills related to clients' age, class, color, culture, disability, ethnicity, family structure, gender, marital status, national origin, race, religion, sex, and sexual orientation.
4. Understand the forms and mechanisms of oppression and discrimination and apply strategies of advocacy and social change that advance social and economic justice.
5. Understand and interpret the history of the social work profession and its contemporary structures and issues.
- B6. Apply the knowledge and skills of generalist social work practice with systems of all sizes.¹
- M6. Apply the knowledge and skills of a generalist social work perspective to practice with systems of all sizes.
7. Use theoretical frameworks supported by empirical evidence to understand individual development and behavior across the life span and the interactions among individuals and between individuals and families, groups, organizations, and communities.
8. Analyze, formulate, and influence social policies.
9. Evaluate research studies, apply research findings to practice, and evaluate their own practice interventions.
10. Use communication skills differentially across client populations, colleagues, and communities.
11. Use supervision and consultation appropriate to social work practice.
12. Function within the structure of organizations and service delivery systems and seek necessary organizational change.

[1 Note: Items preceded by a B or M apply only to baccalaureate or master's programs, respectively.]

3.1 Concentration Objectives

Graduates of a master's social work program are advanced practitioners who apply the knowledge and skills of advanced social work practice in an area of concentration. They analyze, intervene, and evaluate in ways that are highly differentiated, discriminating, and self-critical. Graduates synthesize and apply a broad range of knowledge and skills with a high degree of autonomy and proficiency. They refine and advance the quality of their practice and that of the larger social work profession.

3.2 Additional Program Objectives

A program may develop additional objectives to cover the required content in relation to its particular mission, goals, and educational level.

4. Foundation Curriculum Content

All social work programs provide foundation content in the areas specified below. Content areas may be combined and delivered with a variety of instructional technologies. Content is relevant to the mission, goals, and objectives of the program and to the purposes, values, and ethics of the social work profession.

4.0 Values and Ethics

Social work education programs integrate content about values and principles of ethical decision making as presented in the National Association of Social Workers Code of Ethics. The educational experience provides students with the opportunity to be aware of personal values; develop, demonstrate, and promote the values of the profession; and analyze ethical dilemmas and the ways in which these affect practice, services, and clients.

4.1 Diversity

Social work programs integrate content that promotes understanding, affirmation, and respect for people from diverse backgrounds. The content emphasizes the interlocking and complex nature of culture and personal identity. It ensures that social services meet the needs of groups served and are culturally relevant. Programs educate students to recognize diversity within and between groups that may influence assessment, planning, intervention, and research. Students learn how to define, design, and implement strategies for effective practice with persons from diverse backgrounds.

4.2 Populations-at-Risk and Social and Economic Justice

Social work education programs integrate content on populations-at-risk, examining the factors that contribute to and constitute being at risk. Programs educate students to identify how group membership influences access to resources, and present content on the dynamics of such risk factors and responsive and productive strategies to redress them.

Programs integrate social and economic justice content grounded in an understanding of distributive justice, human and civil rights, and the global interconnections of oppression. Programs provide content related to implementing strategies to combat discrimination, oppression, and economic deprivation and to promote social and economic justice. Programs prepare students to advocate for nondiscriminatory social and economic systems.

4.3 Human Behavior and the Social Environment

Social work education programs provide content on the reciprocal relationships between human behavior and social environments. Content includes empirically based theories and knowledge that focus on the interactions between and among individuals, groups, societies, and economic systems. It includes theories and knowledge of biological, sociological, cultural, psychological, and spiritual development across the life span; the range of social systems in which people live (individual, family, group, organizational, and community); and the ways social systems promote or deter people in maintaining or achieving health and well-being.

4.4 Social Welfare Policy and Services

Programs provide content about the history of social work, the history and current structures of social welfare services, and the role of policy in service delivery, social work practice, and attainment of individual and social well-being. Course content provides students with knowledge and skills to understand major policies that form the foundation of social welfare; analyze organizational, local, state, national, and international issues in social welfare policy and social service delivery; analyze and apply the results of policy research relevant to social service delivery; understand and demonstrate policy practice skills in regard to economic, political, and organizational systems, and use them to influence, formulate, and advocate for policy consistent with social work values; and identify financial, organizational, administrative, and planning processes required to deliver social services.

4.5 Social Work Practice

Social work practice content is anchored in the purposes of the social work profession and focuses on strengths, capacities, and resources of client systems in relation to their broader

environments. Students learn practice content that encompasses knowledge and skills to work with individuals, families, groups, organizations, and communities. This content includes engaging clients in an appropriate working relationship, identifying issues, problems, needs, resources, and assets; collecting and assessing information; and planning for service delivery. It includes using communication skills, supervision, and consultation. Practice content also includes identifying, analyzing, and implementing empirically based interventions designed to achieve client goals; applying empirical knowledge and technological advances; evaluating program outcomes and practice effectiveness; developing, analyzing, advocating, and providing leadership for policies and services; and promoting social and economic justice.

4.6 Research

Qualitative and quantitative research content provides understanding of a scientific, analytic, and ethical approach to building knowledge for practice. The content prepares students to develop, use, and effectively communicate empirically based knowledge, including evidence-based interventions. Research knowledge is used by students to provide high-quality services; to initiate change; to improve practice, policy, and social service delivery; and to evaluate their own practice.

4.7 Field Education

Field education is an integral component of social work education anchored in the mission, goals, and educational level of the program. It occurs in settings that reinforce students' identification with the purposes, values, and ethics of the profession; fosters the integration of empirical and practice-based knowledge; and promotes the development of professional competence. Field education is systematically designed, supervised, coordinated, and evaluated on the basis of criteria by which students demonstrate the achievement of program objectives.

5. ADVANCED CURRICULUM CONTENT

The master's curriculum prepares graduates for advanced social work practice in an area of concentration. Using a conceptual framework to identify advanced knowledge and skills, programs build an advanced curriculum from the foundation content. In the advanced curriculum, the foundation content areas (Section 4, 4.0–4.7) are addressed in greater depth, breadth, and specificity and support the program's conception of advanced practice.