

Dear Applicant:

All of us at the School of Social Work are pleased that you are applying to the Undergraduate Social Work Program. The University of Nebraska has offered undergraduate education in social work since 1908, with the BSSW program receiving continuous accreditation since 1975.

The mission of the University of Nebraska at Omaha School of Social Work is to educate students to become highly qualified social workers who serve people of all ages and influence the systems that affect them, to advance knowledge through teaching and research, and to engage with diverse communities to promote socially just societies.

The BSSW program prepares graduates for beginning social work practice under supervision within a variety of social service settings. This degree qualifies graduates to receive the Certified Social Worker credential (CSW) in the state of Nebraska. Other states with licensure and certification of BSSW level social workers will also recognize this degree for such licensure or certification.

Application should be made to the professional BSSW Program during the second semester of your sophomore year or after you have earned at least 36 hours of credit. The deadline for application to the BSSW Program is February 1 for admission for the following fall semester (the start of your junior year).

Admission to the BSSW Program is competitive, based on a combination of the following criteria:

- Cumulative Grade Point Average of 2.50 or higher.
- Successful performance in the two pre-professional social work courses (SOWK 1000 and SOWK 1500) with a grade of B or better.
- Positive references and a well written personal statement evidencing potential for successful practice in the field of Social Work.

Your application to the School of Social Work includes:

OFFICIAL TRANSCRIPTS: If you have not yet applied to the University of Nebraska at Omaha, you can do this at:

<http://www.ses.unomaha.edu>

Have official transcripts (with raised seal) from all schools previously attended (excluding UNO), mailed directly to: Office of Admissions, Eppley Administration Building 103, University of Nebraska at Omaha, Omaha, NE 68182-0005. It is your responsibility to request transcripts early in order to meet the deadline. It can take 1-2 months for schools to send these. Students who have been admitted to UNO do not need to have additional transcripts sent. Please Note: If there are any factors that have adversely affected your GPA and you would like these factors to be considered when your application is reviewed, please explain these circumstances fully on a separate sheet attached to your personal statement.

Except for official transcripts, you are to submit all supporting material (see below) in the same envelope with the application. Only completed application packets (with all required supporting documents) will be accepted for review.

Please mail or bring your completed application packet directly to the School of Social Work, University of Nebraska at Omaha, Milo Bail Student Center, Room 115, Omaha, NE 68182-0293, no later than February 1. Applications received after this date may be considered on a space available basis. You are responsible to submit the following materials in a single envelope to the School of Social Work:

1. Your **PERSONAL ESSAY**: This allows demonstration of personal maturity, written communication skills, interest in and understanding of Social Work as a profession and appropriate self-disclosure. Please answer each of the following statements/questions in a total of four to five, double-spaced typewritten pages (12 pt. font).
 - a. A brief autobiographical statement that discusses who you are and the experiences that led you to social work. Trace the development of your interest in social work. Why have you chosen social work as a profession? Describe the key motivating figure(s), role model(s), or experience(s) important to your decision to become involved in social work.
 - b. Discuss your career objectives as a professional social worker as you now conceive them. What do you see yourself doing immediately after receiving your BSW degree?
 - c. Discuss a contemporary social problem. Include possible causes and potential solutions in your response. What contribution do you want to make to the pursuit of social and economic justice?
 - d. In the School's criteria for admission, we assert our commitment in having students representing diverse backgrounds. Diversity is defined by virtue of: personal characteristics such as race, gender, age, sexual orientation, disability, and geography, as well as life experiences such as career history, experience dealing with a significant personal challenge, belonging to or working in or among another culture, economic disadvantage, knowledge of more than one language, and/or deep broad life experiences. What evidence can you present to demonstrate your capacity to work with human diversity?
2. A **RESUME** listing all of your paid and volunteer experiences.
3. **TWO LETTERS OF REFERENCE** from employers, supervisors, and/or academic persons, excluding personal friends and relatives. The blank forms provided should be sent to each of your references. The form should be returned to you in a sealed envelope, with the signature of the person completing the form across the seal. **DO NOT BREAK THE SEAL**. If we receive a letter that has been opened, this letter will not be counted as part of your application.
4. **VOLUNTEER EXPERIENCE ASSESSMENT FORM** from your SOWK 1500 Volunteer Experience supervisor. We have these at the School and will include them in your application. *If you have not yet completed SOWK 1500 you must submit a third letter of reference in lieu of the completed assessment form.*

Thank you for your interest in applying for admission to our School. Upon receipt of your completed application you may expect to hear from us by March 1. Please feel free to contact me at #554-2860 or pcarlson@mail.unomaha.edu if you have any questions.

Sincerely,

Patricia M. Carlson, LCSW
Chair, Admissions Committee
PMC:MLT

BSSW REFERENCE LETTER

APPLICANT'S NAME: _____

The above named person is applying for admission to the B.S.W. Program at the School of Social Work at the University of Nebraska at Omaha. Your assessment of the candidate will assist the Admissions Committee. **PLEASE RETURN THIS FORM TO THE APPLICANT IN A SEALED ENVELOPE WITH YOUR SIGNATURE ACROSS THE SEAL.**

Your assessment will be used solely for the purpose of determining whether or not the applicant should be admitted to the School of Social Work. After the Admissions Committee has made its decisions, all reference letters will be removed from the file and will not become part of the student's record.

How long and in what capacity have you known the applicant?

Please indicate (√) the applicant's ability and professional competence in comparison with other individuals whom you have known at similar stages in their careers.

Rating for Qualities Below:	Exceptional Upper 5%	Excellent Upper 15%	Above Average Upper 25%	Average Upper 50%	Below Average Lower 50%	Inadequate Opportunity to Observe
General knowledge						
Knowledge in chosen field						
Originality						
Emotional stability & maturity						
Motivation and seriousness of purpose						
Ability to work with others						
Analytical skills						
Communication skills - written						
Communication skills - oral						

Please indicate (√) your overall endorsement of the applicant:

____ Recommend highly ____ Recommend ____ Recommend with reservation

The Admissions Committee carefully considers the statements made by reference writers who can evaluate the applicant's performance and personal qualities through direct experience. We are aware of the time and care required to complete a recommendation, and we gratefully acknowledge your help.

We would like your appraisal of the applicant's ability to work with people, maturity, and emotional stability. These items would include personal, intellectual and professional considerations. Please include both strengths and weaknesses. We would appreciate it if you would conclude your statement with any other information which would help us assess the applicant's suitability for our program. If you wish, a separate letter may be used.

PLEASE RETURN THIS FORM TO THE APPLICANT IN A SEALED ENVELOPE WITH YOUR SIGNATURE ACROSS THE SEAL.

Signature of person completing this form: _____ Date: _____

Name (Please type or print): _____

Position Title: _____

Place of Employment: _____

Address: _____

May we contact you for additional information on this applicant? ____ Yes ____ No

Your daytime telephone number: _____

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