FLORIDA STATE UNIVERSITY
COLLEGE OF SOCIAL WORK

MSW PROGRAM BULLETIN
2015-2016

Change a Life. Start with Yours.
“Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.”

- Margaret Mead
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Dean’s Welcome

Welcome to the Florida State University College of Social Work!

And welcome to one of the Nation’s most crucial and fastest-growing professions! We are committed to preparing you for the challenges you will face as a social work professional. Three important groups of people will help you achieve this: Our faculty and staff, your fellow-students, and our community agency field supervisors and clients.

Our professors are skilled practitioners, teachers, and researchers who will help you prepare to become an effective, ethical, and committed social work professional. Our faculty and staff are eager to get to know you as a person and scholar, and strive to be accessible and responsive.

Just as important, you are joining one of the most diverse student cohorts on FSU’s campus. This gives you the opportunity to learn from your fellow-students, who bring amazing professional experiences and life histories to your student cohort. Building relationships with your student-colleagues will be one of the most enriching dimensions of your education here. These friendships are frequently life-long!

As the oldest program in Florida and one of the first programs in the Southeast, we have well-established field placements and a strong alumni base that enable us to provide you with meaningful educational experiences. A crucial part of your education will be working with and learning from your supervisors and clients as you move between the classroom and the community as a social work student.

Our College is conducting important work in many important domains of social work research. I invite you to consider joining these efforts as a way to develop as a graduate student researcher. We are very proud to have you join our extraordinary community of professors, staff, practitioners, and scholars!

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Facebook: www.facebook.com/fsucsw
Calendar 2015-2016

Fall 2015
Classes Begin August 24
Semester Ends December 11

Spring 2016
Classes Begin Jan 6
Spring Break March 7-11
Semester Ends April 24

Summer 2016
Classes Begin May 9
Semester A Ends August 5
Semester F Ends July 1

Fall 2016
Classes Begin August 29
Semester Ends December 16
THE COLLEGE OF SOCIAL WORK
The College of Social Work’s tradition of excellence started with the introduction of social welfare into FSU’s curriculum in 1926 by Dr. Raymond Bellamy, professor of sociology. Our fully-accredited program was the first in Florida and remains one of the longest standing in the Southeast. *U.S. News and World Report* ranks the FSU College of Social Work as among the top in the country. The College of Social Work adheres to accreditation standards established by the Council on Social Work Education.

OUR MISSION
It is the mission of the Florida State University College of Social Work to provide quality educational services at the baccalaureate, master, and doctoral levels that prepare professional social workers to enhance human well-being and help meet the basic needs of diverse populations with particular attention to the empowerment of people who are vulnerable or oppressed or living in poverty. The College of Social Work also has as its purpose to contribute to the knowledge base that supports social work practice and social policy development and to provide leadership through community service at the local, state, national, and international levels.

THE UNIVERSITY & COMMUNITY
The Florida State University is a major research and teaching university comprised of 16 colleges, serving a student population of more than 41,000. The University maintains an intellectual climate of learning and strives for excellence and distinction in all pursuits. In the last few years, the University has reached a high level of distinction, thanks to its dedication to graduate study and research, and to its superior teaching faculty and student bodies.

Nestled in Tallahassee, Florida’s state capital, the University enjoys the extraordinarily rich cultural climate created by the presence of state and local government, a community college and a second major university. Along with the beauty of the “Big Bend” area, Tallahassee is in close proximity to a wealth of Florida’s resources including the Gulf of Mexico, the Apalachicola National Forest and natural recreation areas.
The MSW program, nationally accredited by the Council on Social Work Education (CSWE), offers a broad professional education based on a systems perspective, which stresses how individuals live in their environment and how the environment affects them.

- The goal of the MSW Program at Florida State University is to provide quality preparation for advanced practitioners who will work with diverse client systems and problems. We emphasize empirically-based practice which focuses on preventing problems as well as treating them. Our curriculum is flexible so you can shape your own program to meet your individual interests.

PROGRAM STRUCTURE
The Master of Social Work degree program is flexible and designed to enable you to develop advanced professional competence by providing a curriculum that includes five sequences areas: social work practice; social policy; human behavior and the social environment; social work research; and field education. The curriculum has been developed to emphasize the common elements in all social work practice areas so that persons receiving the professional degree will be able to practice in a variety of community agencies and settings.

At the master’s level, you choose one of these two advanced concentrations: Clinical Social Work, which focuses on theories, research and practice with individuals, families, groups, and communities and Social Leadership Concentration, which focuses on the theory, research and practice of social work in organizations, administrations, policy-making and program evaluation. While the curriculum is structured in this two concentration format, students are welcome to take courses in either concentration or customize their program of study by applying for our joint degree and certificate programs. A part-time MSW program is offered in Tallahassee (Clinical and Social Leadership concentration) while the Clinical concentration is offered on- and off-campus and Online.

TRADITIONAL MSW CURRICULUM
The College offers a full-time Master of Social Work program, which is normally completed in two years (five semesters) beginning in August and ending at the completion of sixty-one (61) credit hours of required social work courses and electives. Students bring to their graduate studies a liberal arts perspective and
build on this background during the first year of the program which consists of a foundation curriculum that covers the professional body of knowledge required by the social work profession. The courses are divided by sequence areas that include: practice, policy, research, human behavior and a 10 credit hour field education internship (approximately 432 field hours). Enrollment in the summer session is optional. A variety of elective courses are available and you may strengthen your preparation in substantive areas of practice. The second year of the curriculum focuses on advanced courses in your area, either the Clinical Social Work Concentration or the Social Leadership Concentration.

The curriculum culminates with a final 12 credit hour internship of approximately 512 field experience hours along with a 3 credit hour Advanced Seminar course that serves to integrate the curriculum with your field experiences. These internships locations are available in Tallahassee, around the state of Florida, the southeastern United States, and in specified international locations where field faculty are employed and the Advanced Seminar is available (either face-to-face or online).

You are highly encouraged to track your program of study by consulting with our MSW Graduate Advisors who can assist you in assuring that you will graduate in your planned time frame. Faculty mentors are also available to discuss career and academic decisions. You should follow the approved curriculum plan outlined in this bulletin for the concentration selected in order to complete the MSW degree in a timely manner. A listing and description of graduate courses is found at the end of this bulletin.

ADVANCED STANDING MSW PROGRAM

The College also offers an Advanced Standing Master of Social Work program for applicants who have completed a BSW degree from a program accredited by the Council on Social Work Education (CSWE), and who meet certain other specific requirements. Students in the Advanced Standing program complete 39 credit hours of required social work courses and electives, choosing either the Clinical Social Work Concentration or the Social Leadership Concentration. At the completion of all course work, the curriculum concludes with an intensive internship of 12 credit hours (approximately 512 field hours) and an Advanced Integrative Seminar (3 credits).

PART-TIME AND DISTANCE LEARNING MSW CURRICULUM

Our program offers a flexible way for working students to complete a graduate degree with the option of part-time or distance learning through either face-to-face, on- or off-campus classes or online study. These programs are designed for those who cannot set aside full-time jobs and family responsibilities for full-time graduate study, but who are willing to make the commitment to a part-time program. Applicants to these programs meet the same standards for admission as
students in the full-time program and follow a structured schedule of coursework, enrolling in two courses per semester. We offer our Traditional and Advanced Standing programs, with classes offered evenings and/or weekends, face-to-face in Panama City, Jacksonville, and Gainesville. The start dates for these locations do vary. You may find start dates for each program at http://csw.fsu.edu/academics/master-of-social-work/programs-of-study/.

Florida State University’s College of Social Work became the first program to offer an online, CSWE-accredited Advanced Standing MSW program in the fall of 2002. In Spring 2015, the College began offering the Traditional MSW Online program as well. For both programs, most all of the coursework is asynchronous and uses the web-based Blackboard, Inc. format. The Traditional MSW Online MSW Program requires that students participate in four face-to-face weekend sessions during their studies. Currently the Online programs are offered ONLY in specific locations. Students enrolled in these programs who relocate during their coursework (if the move is to an area not currently served by the College) will not be able to continue in the Online programs and will need to make other arrangements to complete their degree.

Internships are generally weekdays between 8:00am and 5:00pm and all students are expected to make accommodations to their schedules to meet this program requirement. To obtain information on these programs, contact the Director of the MSW Program.

Note: Students must complete the MSW within four years of beginning the program.

To compare programs, eligibility requirements, and view programs of study, please visit http://csw.fsu.edu/academics/compare-degrees-and-programs/.

Start Dates for Each Program
http://csw.fsu.edu/academics/master-of-social-work/programs-of-study/

Compare Degrees and Programs
http://csw.fsu.edu/academics/compare-degrees-and-programs/
JOINT MSW/JD DEGREE
This program is for students interested in combining an MSW with a degree in law. Persons graduating with this dual degree go into areas such as family law, child advocacy, domestic violence, public policy, and public defense. Students interested in this dual degree must be admitted simultaneously and independently to both FSU's College of Social Work and College of Law.

JOINT MSW/MPA DEGREE
FSU's Reuben O'D. Askew School of Public Administration & Policy and the College of Social Work offer a joint degree program leading to the degree of Masters of Social Work and Masters of Public Administration. This is one of the few joint degree programs in these fields offered in the U.S. that prepares MSW Social Leadership and MPA students for positions in public, private and nonprofit human service organizations by gaining knowledge in social work and public administration. Students must be admitted to both graduate programs independently.

JOINT MSW/MS IN CRIMINOLOGY AND CRIMINAL JUSTICE DEGREE
The MSW/MS is a joint collaboration between the College of Social Work and the School of Criminology & Criminal Justice. The joint degree will be for graduate students in both programs who wish to expand their understanding of the connection between these two fields of study and gain expertise in work with forensic clients. Students must be admitted to both graduate programs independently.

JOINT MSW/MBA DEGREE
The MSW/MBA is a joint collaboration between the College of Social Work and the College of Business. The joint graduate degree is designed for students in both programs who wish to expand their understanding of the connection between these two fields of study and gain expertise working in social services agencies. The credit hours for Advanced Standing Social Leadership Concentration social work students would total 33 and for business administration students, there would be 36 hours for a total of 69 hours. Those Social Leadership students who are in the Traditional MSW program (61 credit hours) or the clinical concentration may be eligible for this joint degree, but will be evaluated on a case-by-case basis.
MSW Program Concentrations

CLINICAL SOCIAL WORK CONCENTRATION
This concentration prepares you for evidence-based clinical social work practice with a variety of clients in numerous community settings. Overall, this curriculum emphasizes professional services to clients experiencing stressful situations which impair, or threaten to impair, psychological and social functioning. Clinical social work students develop knowledge and skills to enable them to assess, diagnose, and treat persons with emotional, intellectual, and/or behavioral disorders. The curriculum includes courses and seminars focusing on theory, research, policy, practice knowledge and skills deemed essential for clinical work with diverse populations of individuals, families, groups, and communities. Course work focuses on populations at risk such as various religious and cultural groups, people with disabilities; gays and lesbians; ethnic minorities; those with mental illness; older adults; and those who are socially or economically at risk. Field education provides hands-on opportunities for the application and integration of knowledge and skills.

The Clinical Concentration curriculum enables you to meet the following objectives:
1. Assess and/or diagnose and intervene with client psychosocial problems through individual, couple, family, and/or group modalities.
2. Analyze how policies impact clinical practice.
3. Conduct autonomous empirical evaluations of their own practice interventions, incorporating valid and reliable measures.
4. Critically evaluate, synthesize, and articulate empirical and conceptual literature related to an applied clinical context.

SOCIAL LEADERSHIP CONCENTRATION
The goal of the Social Leadership concentration is to prepare you for advanced, evidence-based social work practice in organizational and community settings to:
1. Provide leadership in organizations and communities within the public and private sectors.
2. Synthesize and apply theories and methods of policy analysis to advance social and economic justice.
3. Synthesize and apply theories of change and methods of program evaluation to assess the effectiveness of social programs.
4. Develop, provide, and assess effective administrative policies and practices.
5. Critically evaluate, synthesize, and articulate empirical and conceptual literature related to practice in social policy, program, and administrative contexts.
This concentration equips you to work in policy and/or administrative positions in governmental and non-governmental social agencies serving diverse individuals, groups, and communities. In their first year, our Traditional MSW Social Leadership students complete foundation courses and an internship (which requires direct client contact). They then begin advanced practice courses learning about organizational and community systems, advanced policy analysis, program evaluation, and personnel administration. Advanced electives allow students to focus their studies on a substantive area of interest. In the final semester, a policy/administration-advanced internship is completed along with an Integrative Seminar. Advanced Standing MSW Social Leadership students enter the program with their BSW and begin with advanced practice courses learning about organizational and community systems, advanced policy analysis, program evaluation, and personnel administration. Advanced electives allow students to focus their studies on a substantive area of interest. In the final semester, a policy/administration-advanced internship is completed along with an Integrative Seminar.
Specific Programs of study for part-time and full-time students can be found at http://csw.fsu.edu/academics/master-of-social-work/programs-of-study/.

**TRADITIONAL MSW - SOCIAL LEADERSHIP CONCENTRATION**
*(Fall Entry Only)*

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<td>Intro to the Social Work Profession</td>
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</tr>
<tr>
<td>SOW5105</td>
<td>Human Behavior and the Social Environment</td>
<td>3</td>
</tr>
<tr>
<td>SOW5308</td>
<td>Social Work Practice (Individuals &amp; Families)</td>
<td>3</td>
</tr>
<tr>
<td>SOW5235</td>
<td>Social Work Policy</td>
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<tr>
<td>SOW5324</td>
<td>Social Work with Groups &amp; Communities</td>
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</tr>
<tr>
<td>SOW5404</td>
<td>Social Work Research</td>
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<td>SOW5532</td>
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<td>SOW5238</td>
<td>Advanced Policy Analysis</td>
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</tr>
<tr>
<td>SOW5377</td>
<td>Social Work Administration</td>
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<td>SOW5369</td>
<td>Integrative Seminar</td>
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<td>SOW5535</td>
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### TRADITIONAL MSW – CLINICAL CONCENTRATION

(Fall Entry Only)

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### ADVANCED STANDING MSW - SOCIAL LEADERSHIP CONCENTRATION

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<tr>
<td>SOW5238</td>
<td>Advanced Policy Analysis</td>
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### ADVANCED STANDING MSW - CLINICAL SOCIAL WORK CONCENTRATION

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ADMISSION TO THE MSW PROGRAM

The Master's Program in the College of Social Work seeks to enroll students who are intellectually and emotionally capable of completing graduate education and practicing at the advanced level in the profession of social work. Criteria for admission are established in conformity with standards derived from the National Association of Social Workers and the Council on Social Work Education. Assessment of this potential is made on the basis of academic achievement, social service experience, personal strengths, references, test scores, and indications of the applicant's commitment to the profession. Proper completion of admission requirements only ensures your consideration, but does not guarantee admission. Full directions for the application to include access to the online application can be found at http://csw.fsu.edu/academics/master-of-social-work/admissions-information/work/admissions-information/

In addition applicants must:
1. Have a baccalaureate degree from a regionally accredited college or university (no exceptions).
2. Be in good standing in the institution of higher learning last attended (if applicable).
3. Complete the College of Social Work application and personal statement.
4. Provide the College of Social Work with four references: two employment or personal, and two academic.
5. Submit a current resume.
6. Present evidence of a grade point average of at least 3.00 for all hours earned past their first 60 semester hours or 90 quarter hours for the baccalaureate degree OR an earned graduate degree from a regionally accredited U.S. institution or a comparable degree from an international institution.

All applicants for admission to graduate study in social work must:
Submit the following information to the FSU Graduate Admissions Office:
1. One official transcript of ALL undergraduate and graduate work courses. Applicants still in a BSW program must submit a second set of official transcripts with degree posted.
2. GRE scores must be sent directly from the Educational Testing Service to the Florida State University Office of Admissions. The FSU code is 5219 (ETS.org).
7. Have a liberal arts foundation, demonstrated by a liberal arts degree or 36 hours of coursework in the following curriculum areas:
   Area I: Mathematics (6 hours)
   Area II: English (6 hours)
   Area III: History/Social Sciences (6-12 hours)
   Area IV: Humanities/Fine Arts (5-11 hours)
   Area V: Natural Science (7 hours)
All offers of admission are conditional upon the completion of these prerequisites.

8. Evidence of paid social services work or volunteer experience may strengthen one’s application.

9. Advanced standing MSW applicants MUST submit a copy of a final BSW internship evaluation form or a letter of reference from their field instructor.

Meeting these requirements only assures consideration of your application. There is no single factor, by itself, which will either assure or bar your admission. Untruthful or misleading responses will disqualify your application and if detected after enrollment, will automatically void an application and admission to the program along with being grounds for dismissal.

**EXCEPTION POLICY**

Applicants with an upper division GPA below 3.00 must submit a “Petition for Exceptional Consideration” for their application to be evaluated. The outline for this petition is attached to the application. A very limited number of exceptions to the minimum GPA requirements can be made for applicants who demonstrate exceptional qualities or experience. The total application process, including the receipt of GRE scores, must be completed before exceptional consideration decisions can be made. Those admitted under an “Exceptional Status” are required to sign an agreement outlining expectations to be met. They must meet the same performance standards in the program as a student who meets regular admission requirements.

**PROVISIONAL POLICY**

Students admitted under a provisional status are required to maintain a B or better in all courses (a grade of B- will not be accepted) for all courses enrolled in their first semester as a degree-seeking student. Full-time students are required to enroll in a minimum of nine credit hours (part-time students enroll in 6 credit hours) of social work courses during this first semester and must sign an agreement outlining expectations to be met with the full understanding that failure to meet these requirements will result in their being academically dismissed by the University. Students are expected to meet with the graduate advisor on a regular basis to facilitate their agreement. Upon successful completion of the first semester, the student’s provisional status changes to graduate status. Students not maintaining the required grade point average will not be permitted to continue in the graduate program.

**ADVANCED STANDING MSW PROGRAM POLICY**

Students who have earned a BSW degree from a Council on Social Work Education (CSWE) accredited program may be eligible for the Advanced Standing MSW program. To be considered they must have met all the general requirements listed above and have satisfactorily completed a minimum of 400 hours of educationally based field education in generalist practice with individuals, families, groups, and communities under appropriate social work supervision. A complete copy of the student’s final field evaluation or a recommendation from their BSW field instructor must be submitted.

*Note: Students who have completed a course at the BSW level may not repeat that course at the graduate level and have it be counted for graduate credit.*
INTERNATIONAL STUDENT POLICY
International students who wish to apply for admission should contact the International Admissions Officer, Office of Graduate Admissions, Florida State University, Tallahassee, FL 32306-2400, for special information and application forms. Only degree-seeking international students are generally recommended for admission. Foreign nationals are required to receive a satisfactory score of ‘80’ or higher on the Internet based TOEFL exam.

RETURNING STUDENT POLICY
Students in good standing who leave the FSU College of Social Work before completing requirements for the MSW may reapply and will be given special consideration for readmission. Readmission can only be considered if the student will be able to complete all requirements of the MSW degree within 4 years from the date of the initial enrollment, as required by the Council on Social Work Education.

NON-DEGREE SEEKING (SPECIAL) STUDENT POLICY
The University allows non-degree-seeking students to enroll in courses IF they have not previously been denied admission into the MSW Program. The primary purpose of this status is for continuing education or for students who are interested in obtaining a clearer understanding of a major. Up to twelve (12) elective credit hours (with a grade of B or better) may be accepted toward the degree if a student is later accepted into the graduate program. Students on the Tallahassee main campus must apply for non-degree-seeking status with the Office of Special Students in the Admissions Office http://admissions.fsu.edu/SpecialStudentApp/ and obtain the permission and signature of the Director of the MSW Program. Online special students should contact Sydney Smith at ssmith2@fsu.edu. Non-degree seeking students can ONLY register for elective courses. Courses taken as a non-degree seeking student do not automatically carry graduate credit nor does this status constitute acceptance into the graduate program, even if a student excels in course work. Non-degree seeking students must still apply for the graduate program and meet the standard admissions criteria. Success in non-degree seeking coursework will be a consideration in the evaluation of applications as a plus factor.

APPEALS PROCESS
Any student denied admission to the College of Social Work has the right to appeal this decision by contacting the Graduate School. Decisions made after this appeal are final. Please refer to the appeals process in the FSU Graduate Bulletin (registrar.fsu.edu/bulletin/grad/).

ADMISSION DATES
On-campus students can enter the graduate program during these semesters for the following programs of study.

FALL
• Traditional (61 credit hours) Clinical or Social Leadership Program (Full or Part-time)
• Advanced Standing Social Leadership Concentration (39 credit hours) (Full or Part-time)
• Advanced Standing Clinical (39 credit hours) (Full or Part-time)

SPRING
• Advanced Standing Clinical (39 credit hours) (Full or Part-time)

DEADLINE DATES FOR APPLICATIONS ARE AS FOLLOWS:
Summer Admission – MARCH 1
Fall Admission – MAY 1
Spring Admission – OCTOBER 1
Off-campus and online students enter the program on a varying schedule. Please refer to the College’s website for these dates http://csw.fsu.edu/academics/compare-degrees-and-programs/.

Graduate school necessitates a tremendous commitment of time and energy. Therefore, students need to be fully aware of sacrifices that may need to be made both personally and financially before making such a commitment. It is the student’s responsibility to remain flexible regarding class schedules and internships. All students, even those attending part-time, must be prepared to make adjustments to their schedule to successfully complete the degree requirements.

APPLICATION PROCEDURE
All MSW applicants can now apply to the College of Social Work and Graduate Admissions using the Florida State University’s Graduate Online Application https://admissions.fsu.edu/gradapp/.

TRANSFER STUDENTS
The College of Social Work accepts transfer students into the program. These applicants must meet all the admission requirements of the College described previously. There are two categories of transfer students: a student who was enrolled as a degree-seeking student in another Council on Social Work Education (CSWE) accredited graduate social work program may transfer up to twenty-nine (29) credits towards the Traditional MSW Program (61 credit hours) or up to seven (7) credits may be transferred towards the Advanced Standing MSW program (39 credit hours). A student who has taken courses on a non-degree-seeking basis at another graduate social work program accredited by the CSWE, may transfer up to nine (9) credits into the Traditional MSW Program and up to six (6) credits for the Advanced Standing Program. They must receive a grade of B or better in courses taken within the past four years to petition for transfer credit consideration. Courses will be reviewed on a course-by-course basis. Transfer students in both categories are expected to provide the following information for each course they wish to transfer:

A. Course outline or syllabus
B. Official transcript with course grade(s) posted

Students making such a request shall send a letter outlining the requests, along with any additional documentation, to the Director of the MSW Program.

REGISTRATION FOR SOCIAL WORK CLASSES
All social work courses and their availability are viewable online from the Registrar’s website. When classes are full, however, or there are “holds” that prevent students from registering, they are encouraged to contact an MSW Advisor for assistance.

Tuition and Fees
Tuition per graduate credit hour varies for Florida residents and non-residents. Please visit http://controller.vpfa.fsu.edu/Student-Financial-Services/SFS-For-Students/Tuition-Rates for the most current tuition rates.

**THERE ARE ADDITIONAL FEES FOR ALL DISTANCE LEARNING COURSES (both off-campus and on-line).** Please visit http://online.fsu.edu/prospective/graduateprograms/socialwork.cfm for the current tuition rates.
Certificate Programs

CHILD WELFARE PRACTICE CERTIFICATE
This certificate program offers both undergraduate and graduate students an opportunity to focus their curriculum on issues related to child welfare. Course work addresses: prevention of neglect, abuse, exploitation, or delinquency of children; protection of homeless, dependent, or maltreated children; strengthening families to maintain children in their own homes; development of advocacy groups, and analysis of social policies and mental health issues related to this population. Child welfare practitioners provide a continuum of services in both public and private settings.

GERONTOLOGY/AGING STUDIES CERTIFICATE
This certificate offers an opportunity for concentrated education in aging studies by providing an educational credential for students with an interest in aging and old age.

L.E.A.D. IN SOCIAL WORK CERTIFICATE
(LEADERSHIP IN EXECUTIVE AND ADMINISTRATIVE DEVELOPMENT)
The mission of this leadership certificate is to educate students about leadership theories and practices and provide students with leadership experience. Learning about leadership will give these students the skills that they will need for middle and executive positions in social service organizations. An in-depth curriculum emphasizing leadership, decision-making, client-centered management, team building, negotiating, budget and finance, and the successful management of grants will guide our students in the direction of being able to successfully manage social service agencies.
STUDY ABROAD
The CSW offers study abroad programs each summer. Most recently, these have been in Prague, Czech Republic, and in Costa Rica. In Prague, students focus on human rights in a Central European context, with visits to numerous social welfare and criminal justice agencies, and access to the beauty of a UNESCO World Heritage city. In Costa Rica, students experience a Spanish language immersion program, engage with social service providers, and enjoy the natural beauty of Central America. Fees include course credit, lodging, and amazing cultural excursions. Registrations open each Fall prior to study. Limited scholarships available.

SOCIAL WORK FIELD PLACEMENTS
International internships are currently available in the Eastern Caribbean (Grenada, and Trinidad & Tobago), England, and Ireland. Students take advanced, full-time placements in a wide range of settings, including hospitals, HIV/AIDS service organizations, child welfare agencies, and advocacy organizations. New partnerships are constantly in development. Living options range from the comforts of the FSU Study Centre in London, to independent living arrangements in Dublin, or live-in experiences in a children’s home in Port-of-Spain. Considerable advance planning is required. Limited stipends available.

ALTERNATE SPRING BREAK
Each March, a select group of students may participate in service, learning, and cultural exchange experiences in St. George’s, Grenada. Trips include airfare and lodging with easy access to beautiful beaches and the vibrant capital city. Registration open each Fall before travel.

LEARN MORE AT:
http://csw.fsu.edu/academics/international-programs/
OR CONTACT:
Dr. Neil Abell, International Programs Director
nabell@fsu.edu
Field Education

Field education is an essential component of the program and is designed to provide you with an educationally sound, supervised agency internship offering learning experiences that:

1. Enhance your ability to integrate theory into effective evidence-based social work practice,
2. Broaden your range of skills for performing high quality social work functions,
3. Strengthen your awareness of attitudes, motivations, and judgments identified with the profession of social work.

The Office of Field Education is responsible for assigning internships after collaboration with you and prospective field agency representative. Internships are planned on an individual basis with information gathered from the “Field Applications” provided by you. These applications offer you the opportunity to share your interests, location preferences, and other important facts. If you have a felony conviction you may be ineligible for certain internships due to agency requirements, but a field faculty member will discuss appropriate options available. Field education agencies are carefully selected to provide experiences in professional practice, a range of educationally appropriate activities, and to make personnel and resources available to you.

Agencies affiliating with the College of Social Work represent the diversity found in social services. The College offers a wide array of internships in both public and private agencies, and with diverse populations of clients in areas such as child welfare, health, mental health, family counseling, aging, and corrections.

Traditional MSW Program students on campus complete a generalist internship during the second semester of the program, while enrolled in academic courses. These internships require an average 27 hours per week at the agency (totaling 432 hours for the semester). Students in both the Traditional and Advanced Standing MSW Programs complete a final internship (totaling 512 hours) in your area of advanced practice during the last semester of the program. All placements offer excellent experiences for students as well as potential employment opportunities. Many offer large stipends of $4,000 to $10,000 depending on the particular location and placement.

Internships are available in Tallahassee and around the state of Florida, as well as in several out of state and international locations. These locations offer students diversity in agency focus, client populations, and professional staff and a variety of teaching hospitals and research facilities that afford
students the opportunity to attend workshops, seminars, and lectures, and provide contact with students and professionals from other disciplines.

There are also specified internships available on a select basis for students in the southeastern United States and a number of international placements are also available in Europe and throughout the Caribbean Islands. Out-of-state placements may be secured by MSW Advanced Standing or Second Year Clinical or Social Leadership students. Out-of-state placements will be considered based on extenuating circumstances such as death or serious illness of an immediate family member, military duty, and/or relocation due to spouse’s employment. To offset the cost of an out-of-area placement an off-campus fee is assessed.

FSU College of Social Work field education faculty are responsible for developing and coordinating internships in these areas and instructing the seminar courses.

Final internships can ONLY begin once ALL course work is satisfactorily completed, which includes the resolution of all “Incomplete” grades, a 3.0 GPA and a completed field application.

UNIVERSITY GUIDELINES FOR FIELD PLACEMENT FITNESS

The University has the authority to determine both the fitness of its students to be placed in field placements and the suitability of particular field placement sites. The academic judgment of qualified faculty, on issues relevant to the professional requirements of a given field, is critical to this process.

Students may either be denied a field placement or removed from a placement on the basis of the academic judgment of qualified faculty. Students have the right to be informed of the academic and non-academic requirements for obtaining a field placement early in their majors. They also have the right, except in emergency cases, to receive notice of their deficiencies and an opportunity to correct these deficiencies prior to a final decision.

** The College of Social Work is committed to providing you with quality courses and internships in the most flexible manner possible, however we do have some limitations and not all courses and internships schedules will be able to meet everyone’s individual needs. It will be your responsibility to adapt your schedule to complete the requirements for the program.

AS PER CSWE: UNDER NO CIRCUMSTANCES WILL PREVIOUS WORK OR LIFE EXPERIENCE BE CREDITED OR USED IN PLACE OF A FIELD PLACEMENT.

You are required to follow the procedures established by the Office of Field Education for all internship arrangements. Failure to meet deadlines and/or to follow policies may delay your internship. You are responsible for being aware of posted deadlines and meetings. The Office of Field Education also reserves the right to terminate from an internship any student who violates policies and practice standards. For further information, field education policies and procedures are available from the College of Social Work’s website: [http://csw.fsu.edu/field.html](http://csw.fsu.edu/field.html).
APPLICATION FOR GRADUATION

Application for a degree must be made to the Office of the University Registrar by the date stated in the academic calendar in the General Bulletin during the first two weeks of the term in which you expect to graduate. If you are unable to graduate at the end of the term for which the application was made and the diploma was ordered, you must again make application for degree no later than the deadline for the next term in which you expect to graduate. You must also bear the expense of the second diploma request.

Students may check application deadlines and commencement dates at www.registrar.fsu.edu.

If you wish to participate in graduation ceremonies one term prior to actual graduation, you must speak with your MSW Graduate Advisor. Certain restrictions apply.

In the Spring semester only, the College of Social Work holds a Convocation ceremony for its own students, distinct from the larger University ceremonies. This ceremony is held on the afternoon before University Commencement in order to honor our graduates and award recipients. You are required to wear your cap and gown, and your friends and families are invited to attend a reception that is held immediately after the ceremony.

GRADUATION AND COMMENCEMENT

Commencement is held at the end of every semester: fall, spring, and summer. The ceremonies are held at the Tallahassee/Leon County Civic Center. Information about graduation tickets, invitations, and caps and gowns is distributed by the Graduation section of the Office of Admissions and Records after you complete your application for graduation.
COLLEGE OF SOCIAL WORK AND THE UNIVERSITY POLICY ON STUDENT CONDUCT

It is the University’s policy to expect students to conduct themselves as responsible members of the community. If a student’s conduct is a violation of federal, state, or local law, the appropriate authorities may charge the student. In addition, any students whose words or acts demonstrate disrespect for laws; rules or policies; the rights of others; or the health, safety, or welfare of members of the community shall be subject to disciplinary action by the University.

The nature of social work is based on ethical behavior, sound professional judgment, and competence. Therefore, students are expected to conduct themselves in accordance with the standards of the College, the University, and the National Association of Social Workers. The College of Social Work uses the National Association of Social Workers (NASW) Code of Ethics as its guide. To be retained within the program, students must adhere to the practice standards of this Code of Ethics. The code is available by going to the web site of the National Association of Social Workers: www.socialworkers.org

ACADEMIC HONOR POLICY

Guided by the principles found at http://academichonor.fsu.edu/, this Academic Honor Policy outlines the University’s expectations for students’ academic work, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty throughout the process.

ACADEMIC LOAD

A full academic load for College of Social Work students is approximately 9-15 semester hours (depending on the semester). The Director of the MSW Program must approve an overload of credits above 18 hours. Full-time students should be enrolled in a minimum of 9 semester hours (except for summers). Students who have accepted financial support that commits them to a particular substantive area (child welfare, aging, etc.) are expected to fulfill the specific course requirements of the funding source. Part-time students enroll in approximately 6 credit hours per semester.

Except for internships, online, and off-campus classes, all summer courses are taught in the 8 week Summer F session.
**ACADEMIC PERFORMANCE**
You must maintain a cumulative grade point average (GPA) of 3.0 to remain in the program. If your GPA falls below 3.0 you will be placed on probation for one semester with the expectation that you will improve your GPA. Failure to do so will result in dismissal from the University. You are not eligible to enter your final field placement unless you have a 3.0 GPA and will not be conferred a degree unless all course work is completed and your cumulative grade point average is at least 3.0.

No course with a grade below “C-” will be credited toward the graduate degree. Grades in all courses (except those for which grades of “S” or “U” are given) will be included in the computation of the grade point average.

**ACADEMIC ADVISING**
The Master’s program has Graduate Student Advisors who work with each student on issues related to coordinating a program of studies, graduation requirements, and general University issues. Each student may also select a faculty mentor who can meet and discuss questions about social work careers, transitioning from student to professional, and specifics about areas of specialization in the field. The Program Advisor and faculty mentors are available to students by appointment, telephone or email.

**COURSE WAIVERS**
The College provides a waiver exam for those with prior knowledge/experience in Human Behavior and the Social Environment and Introduction to Social Work Research. If you successfully pass any waiver examination you must substitute a social work elective in place of the waived course. Waiver exams may be scheduled through the Director of the MSW Program’s office.

**UNDERGRADUATE COURSE CREDIT**
Students who have completed a course at the BSW level may not repeat that course, regardless of the instructor, at the graduate level and have it be counted for graduate credit. In special circumstances, and with permission of the MSW Program Director, a student may request to take ONE undergraduate course to be applied to their graduate program of study if there is a specific reason to take the course; however the grade for that course will not be calculated as part of the graduate GPA.

**COURSE WITHDRAWAL**
The deadline for students to drop a course or withdraw from the University without grade liability is the end of the 7th week of the semester. Students should contact the Director of the MSW Program for further information.
1. Student withdraws during first 4 days of classes - no grade or tuition liability.
2. Student withdraws during 2nd to 4th week of classes - no grade liability and 25% adjustment in tuition.
3. Student withdraws during 5th to 7th week of classes - no grade liability and full tuition liability.

**DROP/ADD**
The deadline for students to drop a course without Dean’s permission or grade liability is the end of the 7th week of classes. Courses may be dropped through the 7th week of classes with the exception of mandated college-preparatory courses, freshman composition and courses involved in allegations of academic dishonesty. Students are financially liable for tuition for all courses that appear on their schedule after the 4th day of classes (the end of the official drop/add period).

Approval of the MSW Program Director is required to increase the academic load above 18 semester hours (to a maximum load of 21 semester hours).

**SUSPENSION, DISMISSAL, AND REINSTATEMENT**
The University reserves the right to exclude, at any time, a student whose conduct is deemed improper or prejudicial to the interest of the University community or whose academic performance is substandard.
A graduate student whose cumulative grade point average for courses taken at The Florida State University falls below 3.0 at the end of term (not counting courses for which “S” or “U” grades may be given) will be considered not in good standing by the University and will be placed on academic probation. If a 3.0 cumulative grade point average is not attained by the end of the next full term of enrollment, the student will not be permitted to register for graduate study – including registering as a special student. Owing to the differential uses of the designation, “academic probation” shall not appear on permanent records of regular graduate students. After one probationary period, however, a student whose average falls within the probationary range will receive automatic dismissal.

RETENTION POLICY
Professional responsibility, ethics, and integrity are major parts of the social work profession. Those who violate the academic standards through plagiarism and other forms of cheating will be disciplined according to the procedures noted in the FSU Graduate Bulletin (registrar.fsu.edu/bulletin/grad/).

GRADE APPEALS SYSTEM
The purpose of the grade appeals system is to afford students an opportunity to appeal a final course grade under certain circumstances. Faculty judgment of student academic performance is inherent in the grading process and hence should not be overturned except when the student can show that the grade awarded represents a gross violation of the instructor's own specified evaluation (grading) statement and therefore was awarded in an arbitrary, capricious, or discriminatory manner. The evaluation (grading) statement utilized during the grade appeals process is the one contained in the instructor's syllabus at the beginning of the semester. This system does not apply to preliminary or comprehensive exams or to thesis or dissertation defenses; these issues are reviewed by the Student Academic Relations Committee via the Dean of the Faculties. If you need further information, please contact Dr. Jennifer Buchanan in the Office of Faculty Development and Advancement at 644-6876.

FACULTY SENATE COMMITTEE ON STUDENT ACADEMIC RELATIONS
The Faculty Senate committee on student academic relations hears appeals from students concerning decisions about their academic work in which they believe to have been arrived at improperly or unprofessionally in departments, schools, or colleges. The committee comprises five faculty members, appointed annually by the faculty Senate steering committee and two students, one undergraduate and one graduate, appointed annually by the University President. The committee elects its chair annually from the faculty representatives and reports its findings and recommendations to the Vice President for Academic Affairs. Students wishing to make appeals to the committee on student academic relations should consult the Dean of the Faculties. Appeals to this committee are made after all other available remedies have been exhausted.

POLICY FOR STUDENT SANCTIONS FOR ACADEMIC AND PROFESSIONAL REASONS
The primary objective of the College of Social Work is to prepare students for social work practice. The College is responsible for the educational preparation of students for this role and for the evaluation of students’ achievement of our academic standards. Moreover, as a professional school, we are responsible for ensuring that students meet standards of behavior that are congruent with expectations of the social work profession, as outlined in the NASW Code of Ethics (http://www.naswdc.org/pubs/code/code.asp) and in standards for Licensed Clinical Social Workers in the state of Florida. Such professional schools have the
ability to set consequences for behavior that go beyond those for other departments on campus. Our students are also expected to comply with the FSU Academic Honor Policy and the FSU Student Conduct Code.

**ACADEMIC PERFORMANCE STANDARDS**

A student is expected to:
1. Maintain required grades for his or her academic program.
2. Correct any deficiencies related to academic probation within one semester.
3. Meet the generally accepted standards of social work conduct, ethics, personal integrity, and emotional stability required for practice. This includes, but is not limited to, the following: appropriate and respectful behavior with peers, faculty, clients, and staff.
4. Consistently demonstrate effective interpersonal skills necessary for forming social work helping relationships, such as allowing for peer and client self-determination, basic interviewing skills, etc.
5. Consistently demonstrate respect and responsibility in matters of punctuality and presentation of self.
6. Fully meet the standards set by the College of Social Work, FSU's Academic Honor Policy and Student Code of Conduct, NASW Code of Ethics (http://www.naswdc.org/pubs/code/code.asp), and the policies of the field education agency.
7. Consistently demonstrate abilities at an expected level in the areas of verbal and written communication skills.

*For a full copy of the procedure, contact the Office of the Associate Dean for Academic Affairs.*
On-campus counseling services are available to you and your family, primarily through the University Counseling Center in the Student Life Center. Services that are covered through student activity fees include crisis counseling and short-term treatment for personal, social, and psychological problems. The Counseling Center sponsors a peer program called RENEW (Realizing Everyone’s Need for Emotional Wellness) that provides presentations and resources on stress & time management, study skills, healthy relationships, and conflict resolution.

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UNIVERSITY HEALTH SERVICES
http://www.uhs.fsu.edu/
(850) 644-6230
Florida State University's fully accredited primary care facility, provides medical care and outreach programs through a team of dedicated professionals. As a student-focused, student-friendly center, its mission is to advance the quality of life for university students, improving academic performance and increasing retention. University Health Services works in conjunction with many university departments, but is part of the Division of Student Affairs to maintain our focus and attention on serving students.

VICTIM ADVOCATE PROGRAM
http://www.victimadvocate.fsu.edu/
(850) 644-7161
The Victim Advocate Program provides advocacy to victims of crime. An advocate is on call twenty-four hours a day to respond to FSU students who are victimized, or any other person who is victimized on our campus. Services offered include emotional support, instructor notification, referrals, and educational programming for our campus community.

FSU READING/Writing Center
http://wr.english.fsu.edu/Reading-Writing-Center
(850) 644-6495
Located in Room 222-C Williams Building. If you wish to receive individual tutoring, feedback on papers, and special assistance with writing skills may contact the Center by phone or by emailing webtutor@english.fsu.edu.

ADULT LEARNING EVALUATION CENTER
http://www.epls.fsu.edu/alec/index.htm / (850) 644-3611
The Adult Learning Evaluation Center (A.L.E.C.) is a not-for-profit assessment center under the administration of the Department of Educational Psychology and Learning Systems of Florida State University. The Center provides low cost psycho-educational evaluations for college students and other adults who may be experiencing scholastic difficulties due to a possible learning disability or attention deficit hyperactivity disorder. The clinic staff consists of faculty members, licensed psychologists, a clinical director, and graduate students in the specialties of school and counseling psychology. In addition to evaluation services, the center provides educational workshops and individual client coaching and maintains and ongoing research and training function. Workshop topics include: study skills enhancement and anxiety reduction. The Center is open Monday through Friday from 8:00-5:00, and is located in Room 214 of the Stone building.

LIBRARIES
http://www.lib.fsu.edu/
(850) 644-2706
There are three major libraries on campus: Strozier Library, Dirac Library, and the Law Library. More than a million volumes are available on open shelves, for easy browsing. Every month, 9,000 new journals and periodicals are added to the collection. A sophisticated library data search computer system and inter-library loan are also available. Additional resources include computers, reading rooms, calculators, and copying machines. Special exhibits and lectures by faculty authors are sponsored by the libraries. The Micromaterials Center, which includes facilities for making reproductions of print and microfilmed materials, is also available.

CAREER CENTER
http://www.career.fsu.edu/
(850) 644-6431
The Career Center, located the Dunlap Success Center, helps students in all phases of your career development. The Center's Curricular-Career Information Service unit helps you explore your skills, interests, and values and
select appropriate academic programs and occupations to reach your career goals. The Career Experience Opportunities Program helps you explore career choices through various pre-professional internships and cooperative education work experiences. If you are nearing the end of your academic programs find help in the Career Placement Services unit that administers the on-campus recruitment program and helps you develop effective job search techniques. The Career Center also has developed a state-of-the-art online Career Portfolio that enables you to document your skills throughout your academic career.

**MATH HELP CENTER**
http://www.math.fsu.edu/~dodaro/MLABHours.html
(850) 644-1222
The Math Help Center is located in 110 Carothers Hall. Tutors are available to provide help in all liberal studies math courses. Tutors can also help students prepare for the math portion of the CLAST.

**ACE TUTORING**
http://ace.fsu.edu/Tutoring
(850) 445-6660
Appointments for tutoring are available in a variety of topics for undergraduate students, to include math, chemistry, biology, accounting, economics, and more. To make an appointment, email tutor@fsu.edu or call (850) 645-9151.
Social Work Organizations & Services

NATIONAL ASSOCIATION OF SOCIAL WORKERS
The National Association of Social Workers (NASW) has nearly 150,000 members worldwide. As members, students receive all of the benefits and privileges of regular membership at a reduced cost. NASW members receive the national journal entitled Social Work; the monthly newsletter; the state newsletter; group rate health, disability, and malpractice insurance coverage; discounts on all NASW specialty journals; and other valuable information. The Florida Chapter of NASW is located at 1931 Dellwood Drive, Tallahassee, FL 32303. Contact them at (850) 224-2400, (800) 352-6279, or naswfl@naswfl.org. National Headquarters is located at NASW, 750 1st Street NE, Suite 700, Washington, DC 20002-4241. Contact them at (800) 638-8799, www.socialworkers.org. The local Big Bend Unit Florida Chapter, NASW, meets in Tallahassee on a regular basis; it is an excellent opportunity for students to network and to learn more about their profession.

SOCIETY FOR SOCIAL WORK AND RESEARCH
BSW, MSW, and Ph.D. social work students are invited to join the Society for Social Work Research, an independent professional social work organization dedicated to promoting, conducting, and disseminating high quality research by and for social workers to improve practice. Among the numerous member benefits are a subscription to the bimonthly journal Research on Social Work Practice, discounts on other social work research journals, the SSWR Newsletter, and a reduced registration fee for the annual SSWR Research Conference. Contact the SSWR at: www.sswr.org.

SIGMA PHI OMEGA
The College of Social Work sponsors the FSU chapter of Sigma Phi Omega, the national academic honor and professional society in gerontology. Sigma Phi Omega was established to recognize excellence of those who study gerontology and aging and the outstanding service of professionals who work with or on behalf of older persons.

ASSOCIATION OF STUDENT SOCIAL WORKERS
The Association of Students in Social Work (ASSW) is open to all undergraduate and graduate social work students. Early in the fall semester each year the ASSW elects members to serve on its Leadership Panel and faculty committees. For further information, consult with the officers listed on the ASSW section of the College’s web page.

PHI ALPHA
Phi Alpha, the social work honorary society is open to undergraduate and graduate students who have achieved a minimum grade point average of 3.25 for undergraduates and 3.5 for graduate students. For further information, visit http://csw.fsu.edu/current-students/clubs-and-organizations/.
Financial Aid & Scholarships

**FINANCIAL AID**
The College of Social Work makes every effort to assist well-qualified students in obtaining financial aid. A limited number of scholarships, grants, and graduate student assistantships are available. Applicants also are expected to apply to the FSU Office of Financial Aid for University-administered aid. Various forms of financial aid are available to qualified graduate students through the College of Social Work and the FSU Office of Financial Aid. Resources are limited and not all requests for financial aid can be met. You are encouraged to carefully evaluate your capabilities for meeting living expenses and educational costs while in College and to arrange your own financing through such resources as savings, part-time employment, agency and foundation stipends, and loans.

**University Financial Aid Programs** Inquiries should be made directly to the FSU Office of Financial Aid, Tallahassee, FL 32306-2394, (850) 644-5871 or http://www.finaid.fsu.edu.

All long-term loans are low-interest loans with repayment deferred until the student graduates, withdraws, or change his/her status as a full-time student. Short-term loans are available for emergencies only and must be repaid within 90 days. If you apply to the College of Social Work for financial aid, you are also expected to apply for financial aid to the FSU Office of Financial Aid.

**Federally Insured Loan Program** This is an arrangement by which you can obtain a loan through a bank or credit union, and the Federal Government will provide the guarantee of the loan. The government will pay interest to the lender while the student is enrolled and for nine months following termination of studies. Loan repayment will begin nine months after a student terminates school. Applications take a minimum of six weeks to process after approval by the lending institution.

**College Work Study Program** The FSU Financial Aid Office administers this program, sponsored by the Federal Government. Students must be enrolled on a full-time basis (a minimum of 12 hours) and be in good academic standing. Students accepted to this program are assigned to work part-time as student assistants. New students should apply by March 1. Whenever possible, social work students will be assigned to the College of Social Work.

**University Fellowships** A limited number of these fellowships are awarded each year on the basis of University-wide competition. The criteria for selection include GRE scores, undergraduate grade point average, quality of the undergraduate institution attended, and
recommendations from former professors. The average GRE scores for this award is 1250 on the combined verbal and quantitative sections and an average undergraduate GPA of 3.5 is average for consideration for this fellowship. Applications may be obtained from the College of Social Work or from the Dean of Graduate Studies, 408 Westcott Building, FSU, Tallahassee, Florida 32306-1410, phone 850/644-3500. Return the application, along with transcripts of all undergraduates and graduate work, three letters of recommendation, and a copy of your GRE scores to the College of Social Work. Applications must be filed by January 30 before entering the program.

**Fellowships, Assistantships, and other Financial Aid Programs for Minority Graduate Students**
A list of financial assistance opportunities for minority students is available and can be obtained upon request from Dean of Graduate Studies, 408 Westcott, FSU, Tallahassee, FL 32306-1410, phone 850/644-3500 or http://www.gradstudies.fsu.edu.

Most of the programs have a January 15th deadline for awards to be given the following academic year.

**Student Aid Resource Center** At the Student Aid Resource (STAR) Center, current and prospective students can obtain information about traditional sources of financial aid. The identification of alternative sources of aid is an important service of the Center; for example, you can learn about non-campus financial aid sources throughout the nation. These sources can be checked on computers available for student use at the Center. In addition to determining sources of financial aid for students, STAR Center staff provides personal assistance beyond the books, pamphlets, articles, and other materials available for guidance in financial planning and debt management. For more information, phone the STAR Center at 850/644-4840 or http://www.fsu.edu/prospective/undergraduate/finances/scholarships.shtml.

**College of Social Work Financial Programs** The College of Social Work offers student financial support through stipends, fellowships, grant work, and graduate student assistantships that are awarded on the basis of merit and the early application to the graduate program.

Graduate assistants are offered two semesters of matriculation waiver (students are responsible for University fees) and a paid stipend for approximately 10 hours per week of work within the College. Recipients of stipends from the University (both fellowships and assistantships) must be full-time students and registered for at least 12 semester hours. Students in their internships are not eligible for assistantships. Applications for assistantships are available from the College of Social Work or from the College’s website.

**Agency Stipends** Some agencies provide stipends for internships. For example, the Florida Department of Children and Families and the Veteran’s Administration (VA) have a strong commitment to social work education and offer excellent internship opportunities to our students. Information on other agency stipends is available from the Office of Field Education.

**SCHOLARSHIPS WITHIN COLLEGE OF SOCIAL WORK**
The application period for most CSW scholarships is January – March 1st. Awards are presented once a year, in the fall. Information and updated applications are available each December on the College of Social Work website: http://csw.fsu.edu/prospective-scholarships.html

**BILL & NOLIA BRANDT SCHOLARSHIP** Awarded to undergraduate and graduate students in good academic standing, high moral character, and have financial need. Students pursuing a dual MSW/MBA degree or the LEAD certificate are encouraged to apply.

**VIOLET CROOK SCHOLARSHIP** In 2006, Wendy Crook, a professor in the College of Social Work, created an endowment to support doctoral students in the college. Sadly, Dr. Crook passed away in 2007 prior to the pledge being fulfilled. At the passing of her mother in 2012 the scholarship was fulfilled to honor Wendy and her love for the college and social work.

**CITRUS HEALTH NETWORK SCHOLARSHIP FOR GRADUATE STUDENTS** For full- or part-time graduate students who are interested in working in the behavioral...
health care field (e.g., mental health & substance abuse), and would consider working in the Miami-Dade County area.

MARY DINITTO ENDOWED SCHOLARSHIP Diana Dinitto, alumna and former faculty member established this scholarship to honor her mother, Mary Dinitto. The award is to represent creativity and the profession of social work and will have the first recipient in 2013.

LAMAR F. EVERETT SCHOLARSHIP For full or part-time Social Work students who are economically disadvantaged and academically worthy.

JOANNA F. GORMAN SCHOLARSHIP For full-time upper-level undergraduate or graduate students who plan a career in child welfare, maternal and child health, community mental health or primary prevention in mental health or health.

HERNDON SCHOLARS/ HELIOS EDUCATION FOUNDATION SCHOLARSHIP Present to full- or part-time graduate students who are Florida residents and have social work practice experience.

DEGRAFF & LULA HAMILTON DEGRAFF SCHOLARSHIP For full-time senior undergraduate or full- or part-time graduate students who are interested in working with or conducting research relating to youth.

JOYCE HARPER LAIDLAW SCHOLARSHIP IN CHILD WELFARE For graduate students who demonstrate dedication & commitment to work in the area of child welfare, and show financial need.

MARGARET H. JACKS SCHOLARSHIP IN AGING For full- or part-time MSW students who have completed at least one course on aging or demonstrated a commitment to the field of aging.

RICHARD M. KING SCHOLARSHIP IN SOCIAL WORK & BUSINESS ADMINISTRATION For full- or part-time graduate students who are interested in earning both an MSW and a Master’s in Business Administration.

C. AARON MCNEECE FIELD EDUCATION SCHOLARS AWARD For students who have completed all course work, have a 3.0 GPA, and are entering their final internships.

MSW CLASS OF 1975 MARCH GRADUATES SCHOLARSHIP For two-year full-time MSW students interested in community-based practice, advocacy or public policy, with evidence of commitment to social justice concerns.

COYLE & MABEL MOORE SCHOLARSHIP For full-time Social Work students who show evidence of good character & citizenship, volunteer work, and financial need.

PATRICIA V. VANCE MSW STUDENT OF THE YEAR AWARD This award is given annually to an MSW student who has demonstrated to an outstanding degree those qualities of committed leadership and service that the social work profession acclaims.

SARAH SEALY MORRILL SCHOLARSHIP For Social Work majors with interest in the field of community mental health.

CHERYL ROLAND ENDOWED SCHOLARSHIP Established by Cherie Rowland, an alumna and a strong advocate for women, this award goes to a student with interest in women’s studies and will have the first recipient in 2013.

GUY & DELORES SPEARMAN SCHOLARSHIP For BSW or MSW students from Brevard County with overall GPA of 3.0 or greater.

JOHN P. & JANE W. WAKEMAN MEMORIAL SCHOLARSHIP FOR ARTS IN SOCIAL WORK For Social Work students with an expressed interest in the study and practice of the arts in social work.

VICTORIA E. WARNER SCHOLARSHIP For Florida A & M University graduates currently enrolled in MSW program at FSU (full- or part-time).
Faculty

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Indicates that the FSU College of Social Work regards these courses as clinical/direct-practice courses that may apply towards licensure. As different boards of licensure set these criteria, the College cannot guarantee acceptance of all of these courses.

**NOTE:** Semesters indicate when the courses are USUALLY offered on the Tallahassee campus, however, we cannot guarantee this, so please check course listing each semester.

**MAJORS ONLY:** Indicates that social work majors are the only students who may enroll in these courses.

**(+)** SOW 5034: The Social Work Profession - 3 credits
This course surveys the philosophy, history, and services of social welfare and the purpose, objectives, values, ethics, methods, and practice settings of the profession of social work. Attention is given to the role that social work and social welfare policies play in promoting social and economic justice for oppressed groups. This course includes a required 30 hours of volunteer work (can be credited for service learning). **(FALL) MAJORS ONLY.**

**(+)** SOW 5105: Human Behavior and the Social Environment (HBSE) – 3 credits
This course focuses on reciprocal relationships between human behavior and social environments. Content includes empirically based theories and knowledge that focus on the interactions between and among systems of all sizes, including individuals, groups, societies, and economic systems. Theories and knowledge of biological, psychological, sociological, cultural, and spiritual development across the life span are critiqued, especially as they relate to populations-at-risk. In addition, theories and knowledge about the range of social systems (individual, family, group, organizational, and community) in which people live are examined, including the ways social systems promote or deter people in maintaining or achieving health and well-being. **(FALL) MAJORS ONLY.**

**(+)** SOW 5109: Women’s Issues & Social Work - 3 credits
This course is designed to acquaint students with individual and social factors that affect women throughout the lifespan using an interdisciplinary approach. Particular attention will be given to the intersection of race, age, social class, sexual orientation, and other systems of inequality that impact on women’s lives. The role of the social work profession in changing society’s view of women, as well as the role of practitioners in enabling or empowering women will also be examined. **(SPRING)**

**(+)** SOW 5125: Psychopathology in Clinical Practice - 3 credits
The course provides an overview of mental health assessment and diagnostic tools, including the Diagnostic Statistical Manual diagnostic categories, and
touces on treatment strategies and techniques. Building on the knowledge base acquired in the foundation course SOW 5105, this course examines the relationship between the biological, psychological, social, environmental, and cultural influences and emotional and mental health from ecological context. Particular attention is given to variations in the assessment process and access to treatment for populations at social and economic risk. In addition, students examine the political and social implications of mental health and their relations to social work values and ethics. (SPRING, SUMMER, FALL) MAJORS ONLY or with instructor permission.

(+) SOW5128: Cognitive Behavioral Therapy - 3 credits
This course provides in-depth coverage of the cognitive-behavioral model of social work practice. The empirical bases of the theory and model will be examined, along with applications to direct social work practice. Through participation in this course, students will learn how to move from an assessment to intervention using the CBT model. (Prerequisite: SOW5308) (FALL)

(+ ) SOW 5153: Human Sexuality - 3 credits
This course surveys issues and attitudes associated with human sexuality. It is primarily intended for social workers and other helping professionals who currently work with clients or plan to in the future. Using a biopsychosocial perspective, emphasis is placed on the social, cultural, familial and individual differences in sexual and reproductive attitudes, values, and behavior. Students are introduced to common sex-related issues and to the particular concerns of various sexually oppressed groups. Information will also be provided about childhood sexual abuse and adult victimization and their relationship to intimacy issues clients typically present in direct practice. (SUMMER, FALL)

SOW 5235: Social Welfare Policy and Services - 3 credits
The course provides an initial opportunity to investigate the relationships among individual and collective social welfare and public policy in American society from a social work perspective, with emphasis placed on understanding these relationships in terms of social and economic justice. Particular attention is paid to acquisition of skills necessary to engage in policy advocacy and formulation consistent with social work values and ethics, fostering an appreciation for the roles played by social workers in the development of the American welfare state, and reviewing the history of the social work profession. (SPRING) MAJORS ONLY.

SOW 5238: Advanced Policy Analysis - 3 credits
Pre-requisite: SOW 5235 or equivalent
This course introduces students to the procedures and processes of social policy analysis and evaluation. Attention is given to policy originating within all levels and branches of government, as well as within organizational settings. The course examines how issues are brought to the attention of decision-makers and the methods used in policy formulation. Students will learn skills central to policy work, including problem-definition, development and examination of policy alternatives, planning for implementation, and evaluation. The course prepares individuals to participate in the creation and assessment of social welfare policies that impact populations-at-risk. (SPRING) MAJORS ONLY or with instructor permission

SOW 5248: Homelessness in America: People Programs and Policies - 3 credits
This course covers poverty in the United States with particular emphasis on homelessness. It will include content related to values and ethics in programs and policies as well as cultural diversity among people in poverty. Particular attention will be given to those who suffer from poverty and other societal oppression, such as those who are also people of color, women, gays, lesbians, HIV positive, or disabled. (SPRING)

SOW 5281: Ethics in Social Work Practice - 3 credits
This course provides students with a framework of knowledge and skills to prepare them for effective and ethical decision-making that are congruent with codes
of ethics and standards of practice in the social work profession. The principles of ethical decision-making and various value systems will be explored as students approach various ethical issues. Ethical decision-making is a complex process, particularly as it involves consideration of personal identities of self and others particularly in the areas of spirituality, race/ethnicity, gender, culture, sexual orientation, and socioeconomic class. Ethical decision-making must be congruent with standards and principles of the social work profession.

(+) SOW 5308: Social Work Practice - 3 credits
The course provides students with an understanding of the social work profession’s history, mission, values, ethics, and roles. Content on generalist social work practice with individuals, families, groups, and communities is covered, and attention is given to working with ethnic minorities, women, gays and lesbians, and disabled people. (FALL) MAJORS ONLY

(+) SOW 5324: Social Work with Groups and Communities - 3 credits
This course focuses on the development of the generalist group practice skills of engagement, assessment, intervention, and evaluation with social work clients, community groups, and organizations. This class covers practice skills that contribute to group effectiveness, including composition, structure, dynamics, goal setting, and evaluation. Students will learn to respond to contexts that shape practice by recognizing social, political, economic, and environmental influences and applying them to social work practice. Content also includes examining the empirical base of a range of theories and models of group facilitation with clients, community groups, and organizations. (SPRING) MAJORS ONLY or with instructor permission

(+) SOW 5325: Advanced Group Practice and Treatment - 3 credits
Prerequisite SOW5324
This course involves a critical examination of small group theory as well as the use of self in the therapeutic process. Attention is given to practice without discrimination, to 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. (SPRING) MAJORS ONLY or with instructor permission

SOW 5334: Organizational and Community Systems Change - 3 credits
The course provides students with an advanced understanding of the models for planned change in organizational and community systems. In accordance with systems theory, organizations and communities are understood as interdependent, complex, open systems influenced by other micro, mezzo, and macro systems in the larger environment. (SPRING) MAJORS ONLY or with instructor permission

(+) SOW 5340: Theory and Practice of Poetry Therapy - 3 credits
This course introduces students to the theoretical foundations and practice techniques of poetry therapy. Specific attention will be given to the use of the poetic (language, symbol, and story) in individual, couple, family, group, and community practice. The course format will include lectures, topic and case discussions, skill building exercises, and role-plays. The activities in class and assignments will relate to the use of poetry therapy in a variety of human service settings. (SPRING, FALL)

(+) SOW 5367: Crisis Intervention - 3 credits
This course introduces students to the theoretical foundations and practice models of crisis intervention. Attention is given to individual, family, and group modalities. Substantive areas covered include suicide, trauma, disaster, death and loss, and interpersonal violence. (SPRING, SUMMER, FALL) MAJORS ONLY or with instructor permission.
(+SOW 5369: Integrative Seminar in Advanced Social Work Practice - 3 credits Co-requisite: SOW 5535
This course integrates theoretical models and concepts with practice gained in internships. The course utilizes an ecosystems perspective, focusing on the dynamic interaction between the individual, family, communities, organizations and other social systems. A major focus is on the social worker's role in responding effectively to the challenges of working with these systems, and exploring their own personal views of such issues as ethics, gender, ethnic minorities, gays, lesbians, and disabled people. (SPRING, SUMMER, FALL) MAJORS ONLY

SOW 5376: Budgeting and Finance in the Social Services - 3 credits
This course emphasizes the political and technical skills of budgeting and financial management, source development via grant writing and fundraising, government contracting, fiscal reporting, and payroll management. (SUMMER) MAJORS ONLY

SOW 5377: Personnel Administration in the Social Services - 3 credits
This course develops students’ skills in personnel management in human service organizations to ensure effective service delivery to clients. Attention is given to staff management approaches, staff supervision, employee recruitment and retention, motivation, job design, staff development and issues of diversity. (SPRING) MAJORS ONLY or with instructor permission

(+SOW 5404: Introduction to Social Work Research - 3 credits
This course introduces students to qualitative and quantitative research methods in order to provide an understanding of a scientific, analytic, and ethical approach to building knowledge for practice. Students’ mastery of course content prepares them to develop, use, and effectively communicate empirically based knowledge. 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 from an evidence-based perspective. (FALL) MAJORS ONLY

(+SOW 5432: Evaluation of Social Work Practice - 3 credits Pre-requisite: SOW 5404 or BSW equivalent
Major emphasis is given to the use of single systems designs in client assessment and evaluation. Students consider the philosophical and ethical aspects of an evaluative approach to treatment and examine the policy implications of professional participation (or lack thereof) in evaluation processes. Topics will include the operational 'diagnosis' of client problems; measurement and monitoring of symptoms, goals, and interventions; and analysis, interpretation, and reporting of case material for accountable social work practice. Issues of ethnicity, gender, sexual orientation, and disability will be explored through application of course content to appropriate case examples. (SPRING, SUMMER, FALL) MAJORS ONLY

SOW 5435: Social Program and Policy Evaluation - 3 credits Pre-requisite: SOW 5404 or BSW equivalent
This course presents the historical and contemporary importance of social program evaluation and research methods. This course focuses on applied qualitative and quantitative evaluation methods that are useful to managers, public administrators, and policy analysts. Particular emphasis is placed on evidence-based procedures/methods that will be useful for social work administrators for designing and carrying out an evaluation of social programs and policies. How programs and policies can further the cause of social and economic justice for oppressed and disadvantaged groups is also explored. (FALL) MAJORS ONLY or with instructor permission

SOW 5455: Grant Writing and Grant Management - 3 credits
While funding agencies may have their own guidelines, there are some commonalities among grant proposals. This course will cover the basics of proposals:
purpose statements, background and justification, aims or objectives, personnel, time line, methods, budget, evaluation, and how to effectively manage grants once they are funded. Particularly in the public and not-for-profit sector, grants may be necessary to expand the type or number of resources available to clients; therefore, grant writing is related to social work objectives that stress access to and availability of resources. The needs of disenfranchised groups or communities will be discussed in this course, along with the particulars of proposals that may be most effective in meeting such needs. (SPRING, FALL)

SOW 5532: Graduate Field Instruction I 5-10 credits
Pre-requisites: - SOW 5308 or BSW equivalent – Social Work Practice
This course is required for first year graduate students and taken concurrently with course work. Students are provided with a supervised generalist social work practice experience in a variety of settings. (SPRING, SUMMER) MAJORS ONLY

SOW 5535: Graduate Field Instruction II - 6-12 credits
This course is required for advanced graduate students and taken concurrently with Integrative Seminar in Advanced Social Work Practice. (SPRING, SUMMER, FALL) Co-requisite: SOW 5369 MAJORS ONLY

(+) SOW 5603: Social Work in Health Settings - 3 credits
This course focuses on social work practice in health settings from a “person-in-environment” perspective, preparing students with an understanding of the roles that social workers play in health settings; the structure of health care delivery systems; organizational and professional ethics and standards; challenges we face in health care policy; patient issues and how to help to address these issues. Specific knowledge and skills in a health care setting are addressed, including: bio-psycho-social assessments; chart documentation; treatment planning; and discharge planning. (SUMMER FALL)

(+) SOW 5611: Family Counseling in Social Work – 3 credits
This course introduces students to various theoretical models of family counseling and presents assessment and intervention strategies and techniques. (SPRING) MAJORS ONLY or with instructor permission

(+) SOW 5614: Family Violence Across the Lifespan - 3 credits
This course, looking at violence across the life span, provides an ecological perspective emphasizing the interconnections between individuals experiencing violence and their social environments. Emphasis is placed upon broad coverage of all-important aspects of child abuse, incest, intimate partner violence, rape and elder abuse. This course is appropriate for students who wish to gain skill in detecting and responding to incest situations for clients, sexual assault survivors, and victims of intimate partner violence or elder abuse. (SPRING, SUMMER) MAJORS ONLY or with instructor permission

(+) SOW 5646: Gerontological Social Work - 3 credits
This course introduces students to the field of social gerontology and gerontological social work. The class provides an overview of a variety of topics such as the demography of aging and the physical, cognitive, and psychosocial aspects of aging. The course also covers health care and social policies that impact older persons and caregivers, along with the aging network of services. How forms of oppression such as ageism, sexism, racism, ablebodyism, beautyism, and homophobia impact our work with older people are discussed, along with how to promote dignity, self-determination, and social and economic justice for older persons. The role of both informal and formal support networks is stressed as students learn to comprehensively assess older clients and devise intervention and evaluation plans. (FALL)
(+) SOW 5648: Physical Aspects of Aging – 3 credits
This course covers age and health demographics, along with attitudes toward aging and health. Basic cellular or molecular theories of aging will be presented, along with how the human body’s organ systems typically change over time. Pathologies associated with aging, and psychosocial responses to normal and pathological changes, will be discussed. Such responses will be viewed within a sociocultural context. Support services and resources for older individuals and their caregivers will be addressed. (SUMMER)

(+) SOW 5655: Social Work with Children & Adolescents - 3 credits
Students in this course increase knowledge and understanding essential for effective therapeutic interventions in the psychological and behavioral disorders of children, and develop special skills in selected intervention techniques and modalities in working with children in a variety of professional roles. (FALL)

(+) SOW 5656: Child Welfare Practice - 3 credits
This course provides a framework of values, knowledge and skills necessary to practice with vulnerable children and their families. The major focus is on social work in public child welfare and children’s mental health agencies. The course utilizes an ecosystem’s perspective for understanding and assessing the special needs of at risk children and families. Specific attention will focus on assessing families and children using the state of Florida’s risk and safety assessment protocols as well as other family assessment instruments. (SUMMER, FALL)

(+) SOW 5659: Mental Health and Child Welfare - 3 credits
This course provides students with knowledge and skills related to the theory, research, and implications of child and adolescent maltreatment for child development and psychopathology. Course content is presented within the context of child welfare practice and social work with children and adolescents in public agencies and programs. Particular attention will be given to common psychological disorders that result from maltreatment and accompanying treatment issues. Issues related to individuals, families, groups, and communities are covered and attention is given to working with ethnic minorities, women, gays and lesbians, and persons with disabilities. (SPRING)

(+) SOW 5666: Theory and Practice of Social Work in Criminal Justice Settings – 3 credits
This course focuses on criminological theories and the development of both evidence-based and generalist social work practice skills pertinent to working in criminal justice settings and with individuals in the criminal justice system. The course will focus on theory and practice for social workers working in corrections, prisoner reentry programs, and juvenile justice settings. Moreover, the course will cover the philosophy and practice of restorative justice and victim-offend mediation programs, which strive to meet the needs of both offenders and victims alike. Attention is given to 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. Ways in which working with individuals in the criminal justice system can promote social economic justice are discussed. (FALL)

(+) SOW 5688: Living with HIV/AIDS: Prevention, Intervention, and Care - 3 credits
This course provides a comprehensive overview of the biopsychosocial implications of HIV/AIDS. Topics include the origins of the illness, its prevalence and spread throughout world cultures, and its impact on the individual and society. Medical issues are discussed from perspectives of viral acquisition and transmission, treatment trials, intervention in opportunistic infections,
medication adherence, and the search for vaccination and cure. Psychological issues are addressed through examinations of the impact of the illness on the individual. Attention is given to variations associated with gender, race, age, and sexual orientation of affected and infected persons, and to the impact of HIV/AIDS on the varying communities of which they are a part. (FALL)

(+) SOW 5712: Chemical Dependency Problems and Programs – 3 credits
This course includes discussions, readings, lectures, and audiovisual materials on all the major drugs, including alcohol, opiates, stimulants, sedatives, hallucinogens, inhalants, and nicotine. We cover the etiology and epidemiology of drug abuse, physiological and behavioral consequences of drug abuse, treatment approaches, and major policies and programs. Special attention is directed toward drug use in special populations, such as women, racial and ethnic minorities, gays and lesbians, persons with other disabilities, and the elderly. We also spend a considerable amount of time discussing social work with involuntary clients, since most persons receiving treatment for chemical dependency probably fall into this category. A systems perspective will be used in order to relate drug-using behavior to family, community, and social systems. (SUMMER, FALL)

(+) SOW 5745: Seminar on Loss & Bereavement – 3 credits
This course is for students who wish to increase their knowledge and understanding of issues around loss, bereavement, dying, and death, and how we can live life to the fullest while addressing these challenges both personally and with our clients. The primary focus is on six topics: 1) theories of loss and grief; 2) personal feelings, fears, and expectations of the inevitable; 3) death and dying rituals from a cross-cultural perspective; 4) responses to loss and bereavement throughout the life cycle; 5) understanding different bereavement situation, such as suicide, SIDS, etc. 6) assessment and intervention strategies with individuals, families, and groups. (SPRING)

(+) SOW 5785: International Social Work – 3 credits
This course prepares students for international social work practice abroad and/or for transnational work with immigrants, refugees, international migrants, etc. It presents an introduction to international perspectives in the field of social work and to varied examples of social work practice in the United States, Western and Central Europe, and the Caribbean nations - three very diverse regions of the world in which social issues present contrasting challenges to the profession. In providing an overview of the social work profession internationally, it examines the impact of global interdependence on social work practice and policy as current challenges are faced in the developed and developing world. Within the framework of the social work international code of ethics, students will learn to critically analyze varied practice approaches utilized in dealing with international social welfare issues. (FALL)

SOW5XXX: Clinical Social Work Practice - 3 Credits
This advanced practice course emphasizes development of clinical skills. Students will refine their clinical skills, building on the research-based non-specific (common factors) components of therapeutic work (i.e. therapeutic alliance, empathy, goal consensus/collaboration, positive regard-affirmation, and genuineness) and specific factors (validated treatments). The course provides in-depth coverage of three empirically-based models; Solution Focused, Motivational Interviewing, and Interpersonal Therapy. Learning applications of techniques informed by these models provides opportunities to enhance professional use of self. The course examines similarities and differences among models and allows students to discern appropriate use of techniques, client populations, settings, and problem interactions. Students will develop competency in the ethical and strength-based use of these models. (SPRING, SUMMER, FALL) MAJORS ONLY.
SOW 5938r: SELECTED TOPICS – 3 credits
This selected topic courses are offered on a variety of issues and may be repeated to a maximum of 9 semester hours. (Check Schedule for Different Special Topics courses to be offered)

SOW 5941r: Supervised Teaching (Terms Offered: Fall, Spring & Summer)S/U grade only. Recommendation of advisor, and consent of department. May be repeated to a maximum of three (3) semester hours.

SOW 5971r: Thesis 1-6 credits (Terms Offered: Fall, Spring & Summer) S/U grade only. Consent of instructor required. May be repeated to a maximum of (6) semester hours.

SOW 8966r: Master’s Comprehensive Examination

SOW 8976r: Master’s Thesis Defense
Florida State University
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MSW PROGRAM BULLETIN
2015-2016