



THE FLORIDA STATE UNIVERSITY
COLLEGE OF SOCIAL WORK

Child Welfare Certificate Program

Q. What is the Child Welfare Certificate Program?

A: This certificate program is designed for undergraduate and graduate social work students who wish to develop knowledge and skills in child welfare practice and children's mental health. Students who complete the certificate program will be provided instruction based on the following areas of child welfare practice:

- Multidimensional assessment (including risk & safety assessment)
- Interviewing techniques
- Intervention planning and referral processes
- Historical issues in child welfare
- Current child welfare policy
- Child psychopathology in the child welfare system
- Prevalence and etiology of children's mental health diagnoses

Q. How do I apply?

A. The Certificate application package includes the following:

- a) Application form
- b) Proposed program of studies
- c) Statement of career goals (2-5 pages)
- d) Updated resume
- e) One letter of support (academic or employment)

In accordance with the regulations of the Florida Board of Governors (BOG) Regulation 8.011(7)(b), **“Students are required to apply as soon as possible (and prior to completing the second course in the program), and must be notified as soon as possible whether they are accepted into the program.”**

Q: Are there admission requirements?

A: Applicants for the certificate program **MUST** be degree-seeking in the College of Social Work. Non-degree seeking students may qualify for a “Professional Certificate” which does not include an internship, but does require **one year of work experience in child welfare.**

Q: What courses will I need to fulfill the Certificate?

A: The certificate program encompasses the following required core courses that are available face-to-face and online. **Students must have a minimum B grade in EACH of the four courses. Courses cannot be repeated.**

SOW 4658/5659: Child Maltreatment & Child Welfare

SOW 4650/5656: Child Welfare Practice

(NOTE: Recommended course sequence is SOW 4658/5659: Child Maltreatment and Child Welfare and then SOW 4650/5656: Child Welfare Practice)

SOW 4702/5712: Substance Use and Abuse

SOW 4615/5614: Family Violence

For a detailed description of these courses, please refer to program bulletins at the College of

Q: What about an internship?

A: Internships are primarily located within the Department of Children and Families and Community-based Care Agencies around the state of Florida; however other agencies are appropriate if they meet the following guidelines:

1. The agency must have a child welfare focus.
2. Opportunity to work directly with clients.
3. Opportunity to work in all phases of the child welfare process.
4. A minimum of fifty percent of the internship must have direct client contact.
5. Opportunity to conduct an evaluation of child welfare practice.
6. Agency can provide an MSW supervisor possessing child welfare practice skills acquired through a minimum of two year’s post-master’s experience

Please Note: The Certificate Chair can help clarify what constitutes an appropriate internship for this certificate, however, the final decision on internships locations is determined by the Office of Field Education. Students are restricted from contacting any agency without permission from the Office of Field Education.

Q: Are there exceptions for those who are employed by DCF or a CBC?

A: Current employees of the Department of Children and Families and Community-based Care agencies may be exempt from an internship requirement for the Professional Certificate, but not for degree-seeking students.

Q: What other requirements are there?

A: A passing grade on the Child Welfare Practice Certificate Exam, the state Child Welfare Certification or Pre-Service Exam.

Q: What is the time limit to complete the Certificate?

A: All requirements must be completed within four (4) years from date of acceptance into the certificate program.

Q: What if I am working in the child welfare field and not a current student?

The College also offers a “**Child Welfare Practice Certificate for Professionals,**” for those with child welfare practice experience who would like to enhance their skills by completing coursework in the field. These applicants are eligible to enroll in the required courses as “non-degree seeking” or “Special Students.” For more information on this admission status, go to: <https://admissions.fsu.edu/NonDegreeApp> Professional applicants must complete the Child Welfare Practice Certificate application and provide documentation of a minimum of **one year** of work experience in child welfare practice.

For more information, contact:

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