Click here to visit the MSW Application page of the School of Social Work Website.

October 1, 2019 – January 5, 2020
Application Process

Step 1: Apply for admittance to the Office of Graduate Studies online and pay the application fee. The CSU Mentor application must also be completed by the MSW Application Deadline.

Step 2: Submit an online MSW application, with uploaded unofficial transcripts. Step 2 cannot be completed until an applicant has begun an CSU Mentor application.
Click here to apply to The Office of Graduate Studies through CSU Mentor

Office of Graduate Studies

Spring 2020 Graduate School Admissions

The Office of Graduate Studies will accept applications from eligible graduate, credential and certificate applicants beginning August 1, 2019 for spring 2020 admissions. Please review our list of Programs and Coordinators for an overview of the admission requirements. The application deadlines vary by program. Carefully review our list of Important Dates & Deadlines to ensure all application material is submitted accordingly.

Fall 2020 Graduate School Admissions

The Office of Graduate Studies will accept applications from eligible graduate, credential and certificate applicants beginning October 1, 2019 for fall 2020 admissions. Please review our list of Programs and Coordinators for an overview of the admission requirements. The application deadlines vary by program. Carefully review our list of Important Dates & Deadlines to ensure all application material is submitted accordingly.

Applicants must apply on-line at www.calstate.edu/apply. Application and admission questions should be directed to the Office of Graduate Studies at 530-898-6980 or via email at graduestudies@csuchico.edu.

Application deadlines may vary for international applicants. All admission and application questions should be directed to International Student Services at 530-898-5415 or email iss@csuchico.edu.
IMPORTANT:

Application Set Up

Online Application for Social Work Programs

This website will allow you to submit an electronic application for placement in a BSW or MSW program. The dates during which applications will be accepted are listed below. Please make sure you have read and understand the application guidelines for the program to which you are applying. Click here to view BSW and MSW application guidelines and information. Please be aware that admission into the BSW and MSW Programs is competitive, i.e. not everyone who applies will be accepted.

Application Periods

<table>
<thead>
<tr>
<th>Bachelors of Social Work</th>
<th>Spring 2020</th>
<th>Thursday, August 01, 2019 - Tuesday, September 24, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Masters of Social Work</td>
<td>Fall 2020</td>
<td>* Tuesday, October 01, 2019 - Sunday, January 05, 2020</td>
</tr>
</tbody>
</table>

Click the button below to proceed. If you have not recently logged into a CSU, Chico web application you will be presented with a login page.

If you have recently applied to graduate school through Cal State Apply and do not yet have a CSU, Chico username and password please follow these instructions.

Start or Continue an Online Application
How to set up a New Account for Graduate Applicants:

Applicants who already have a CSU, Chico account do not need to create a new one.

Graduate Students - New Accounts

This application requires a CSU, Chico account. Graduate students that have just applied to CSU, Chico through CSU Mentor need to follow these steps in order to activate a CSU, Chico account.

1. Make sure your CSU Mentor application has been submitted.
2. Four business days (Monday-Friday) after submitting the CSU Mentor application contact the School of Social Work by calling 530-898-5043.
3. Obtain your Chico State ID number from the School of Social Work.
4. Create your account using the Account Initialization Tool.
5. Allow one business day for our account records to update.
Applicants who already have a CSU, Chico account do not need create a new one.

If you began an application during a previous application time period, your account will need to be reset. Please provide Jené Rabo with the following information:

- Your Name
- CSU, Chico ID Number
- Which Program you are interested in applying to: One-Year Program, Two-Year Program, or One-Year/Three-Year Distributed Learning Program

Once you provide this information, Jené will be able to begin a new Fall 2020 Online MSW Application for you.

Need help? Please contact: Jené Rabo, 530-898-4261, Butte 543, jmrabo@csuchico.edu
Please enter your campus login information.

If you do not have a campus login created yet, please visit https://swrk.csuchico.edu/ and click on the follow these instructions link:

or please return to slide #5 of this presentation for more information.

If you began an online MSW Application last year, you will need your account re-set. Please return to slide 6 for more information.
Choose one option:
- One-Year
- Two-Year
- One-Year Distributed Learning

MSW One-Year Distributed Learning Program

The One-Year Distributed Learning Program is comprised of the Concentration Year curriculum plus two additional summer bridge courses (6 units) beginning the summer prior to the first fall semester, requiring approximately 36 units of course work and 720 hours of field education practicum experience (24 hours per week for two semesters). (Total units may vary depending on program choices & availability of electives.) This Program is contingent on a minimum number of qualified students.

To be considered for the One-Year Distributed Learning Program by the Admissions Committee, students must have completed all social work program requirements and obtained a social work baccalaureate accredited by the Council on Social Work Education within five (5) years of beginning the MSW Program. Students must have maintained a cumulative GPA of 3.0 or higher on a 4.0 scale and a "B" average or better in professional, undergraduate social work courses. There is limited space in this program for five applicants.

While this program will be mostly available in the distributed learning format, there are two intensive summer bridge courses that require students to be on-campus in face-to-face courses for eight (8) weeks during the summer. The summer will involve rigorous requirements of not only attending classes four days a week, plus the weekend intensive dates, but also assignments that will need to be completed during these intensive weeks. We encourage thoughtful consideration before applying due to the demanding nature of the summer schedule.
If you select MSW One-Year, you will see this box:

If you select MSW Two-Year, you will see this menu:

If you select MSW One-Year Distributed Learning, you will see this menu:

If you select MSW One-Year Distributed Learning, you will see this box:
Personal Information

Please review your personal information

Chico State ID

First Name       Middle Name       Last Name

Current Address

Permanant Address

Primary Phone       Permanent Phone

If any of this information is incorrect please update it using the Student Center.

Continue

Ethical Guidelines

Participation in the School of Social Work program requires adherence to certain guidelines for ethical, responsible conduct. Please read the Ethical Guidelines (including NASW Code of Ethics) by visiting the link below.

Ethical Guidelines

By checking this box you verify that you read and agree to abide by the Ethical Guidelines including NASW Code of Ethics.
If you select MSW Two Year, you will see this BSW Acquisition page:

If you select MSW One-Year or MSW One-Year Distributed Learning Program, you will see this BSW Acquisition page:

Applicants who have or will receive their undergraduate degree in Social Work from a CSWE accredited program within the last five years may apply to the One-Year or One-Year Distributed Learning Program.
For each college, university, or community college you have attended, please attach unofficial transcripts.

Unofficial transcripts may be obtained from your college or university “portal” account. Please contact your school if you need help obtaining your unofficial transcripts.

If unofficial transcripts are not attached to your application, your application will be incomplete.
You must earn a C grade or better in three prerequisites for the MSW Program:

- Statistics
- Human Biology
- Ethnic Diversity or Multi-Cultural Studies

Please [click here](#) to view the Prerequisite Course Work Information document.
Once you have successfully entered in course information for all units and areas, check marks appear here:

### Prerequisite Course Work

Select a course category to view details about that category and add courses to fill the requirement. (Please note: the following course names and numbers may not match the courses you have completed off campus. See the MSW director for clarification.)

<table>
<thead>
<tr>
<th>Course Category</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statistics</td>
<td>3/3</td>
</tr>
<tr>
<td>Human Biology</td>
<td>5/3</td>
</tr>
<tr>
<td>Ethnic Diversity or Multi-Cultural Studies</td>
<td>3/3</td>
</tr>
<tr>
<td>Quantitative Reasoning</td>
<td>3/3</td>
</tr>
<tr>
<td>Written &amp; Oral Communications</td>
<td>6/6</td>
</tr>
<tr>
<td>Reasoning</td>
<td>3/3</td>
</tr>
<tr>
<td>Humanities</td>
<td>6/6</td>
</tr>
<tr>
<td>Natural Science</td>
<td>3/3</td>
</tr>
<tr>
<td>Behavioral &amp; Social Sciences</td>
<td>9/9</td>
</tr>
<tr>
<td>Personal Development &amp; Lifelong Learning</td>
<td>3/3</td>
</tr>
</tbody>
</table>
If you do not have any experience, you will check this box, and click on the Next Button.

Include any internship hours that you expect to complete prior to entering the MSW Program.
If you do not have any experience, you will check this box to complete the step. This may include social work and non-social work related experience.

<table>
<thead>
<tr>
<th>Firm/Agency Name</th>
<th>Firm/Agency Location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add Work Experience

- Hours Per Week
- Supervisor's First Name
- Supervisor's Last Name
- Supervisor's Email Address
- Supervisor's Phone Number
- Start Date
- End Date
- Reason For Leaving

- [ ] Check if this is a leadership position

Add | Cancel
If you do not have any training, you will check this box, and click on the Next Button.
If you do not have any honors, you will check this box to complete the step.

This may include honors projects, honors, membership in honorary organizations, and scholarships received.

If you do not have any honors, you will check this box, and click on the Next Button.
If you do not know any languages besides English, you will check this box, and click on the Next Button.
Please note that your Personal Statement must be uploaded as a PDF, Word Doc, or Word Doc X format.

Important: One-Year Distributed Learning Supplemental Questionnaire on next page, for One-Year Distributed Learning Applicants only!
Please note that your Personal Statement/Supplemental Questionnaire must be uploaded as a PDF, Word Doc, or Word Doc X format.

Only one document may be uploaded to your application, so please add the Supplemental Questionnaire answers to the same document as the Personal Statement.

One-Year Distributed Learning Applicants Only!

Supplemental Questionnaire (One-Year Distributed Learning [DL] applicants only)

This is a brief questionnaire and you should respond to each question. The answers must be typewritten using 12-point type, be grammatically correct, and included in the Personal Statement Document submission.

1. What is your understanding of Distributed Learning, also known as online, blended, or hybrid learning?

2. Review the information on this link: [http://www.elearners.com/education-resources/learning-styles/](http://www.elearners.com/education-resources/learning-styles/). Take the “Quiz: What’s your Learning Style?” Discuss your results, including your strengths and challenges of learning as revealed by completing the survey.

3. Describe your experiences as an independent learner (work autonomously, self-direction, responsibility for learning). What are your strengths and areas you wish to continue to grow?
All applicants are required to submit three references.

These may be:

- **Three References** – Professional and Academic (for applicants without a BSW degree received within the last five years, from a CSWE accredited program.)

- **Two References** – Professional and Academic & one Field Reference (for applicants who have or will receive a BSW degree within the last five years, from a CSWE accredited program.)

It is the applicant’s responsibility to login to the MSW Application, to check the status of receipt of References. If your three references are not received through the MSW Online Application, your application will be incomplete.
Your reference will automatically be sent an e-mail as soon as you click on the Add Button.

Please be sure that you type your reference’s e-mail address correctly.

It is the applicant’s responsibility to login to the MSW Application, to check the status of receipt of References. If your three references are not received through the MSW Online Application, your application will be incomplete.
After you enter your Reference information, your main Reference page will look like this, with your two or three (depending on which program you are applying to) references listed.

The Reference Status indicates that your three references received an e-mail, asking them to write and submit a letter of reference for you.

Once your reference submits a letter, the status will change to Received, which tells you that your reference did write your letter and it is now attached to your application.

It is the applicant’s responsibility to login to the MSW Application, to check the status of receipt of References. If your three references are not received through the MSW Online Application, your application will be incomplete.
Once your field practicum reference submits a letter, the status will change to Received, which tells you that your reference did write your letter and it is now attached to your application.

After you enter your Field Practicum Reference information, your main Field Practicum Reference page will look like this, with your reference listed.

Be sure that you type your Liaison email address correctly.

Once a reference is added, they will immediately be contacted by the email address provided to fill out a reference form. Please ensure that the email address provided is correct. We recommend you inform your reference they will be receiving an email with instructions on how to provide their feedback.

In accordance with the Family Education Rights and Privacy Act of 1974, I give permission to release confidential information for the purpose of application to the Master in Social Work Program.

If you have obtained or will obtain a BSW degree, you must fill out the Field Practicum Reference form. It is the applicant’s responsibility to login to the MSW Application, to check the status of receipt of References. If your three references are not received through the MSW Online Application, your application will be incomplete.

The Reference Status indicates that your three references received an e-mail, asking them to write and submit a letter of reference for you.

Your reference must be from your faculty field instructor/liaison.
Discuss what you learned from this experience, including the impact of your criminal activity on others.

If No, you will check this option, and click on the Next Button.
Please review your entire application carefully.

After you have reviewed your entire application, check this box to continue and click Submit.
Confirm Submission
Are you sure you want to submit your application?

Once submitted you will no longer be able to make changes to your application.

Submit

Submission Confirmation
You have successfully submitted your application.

View Application Summary
Thank you for applying to our MSW Program!

After submitting your application, you will receive an e-mail (to your account that you used to set up your CSU Mentor Application) confirming that your application has been submitted.

We highly suggest that you login to check the status of their application and letters of reference.

Application Notifications will be e-mailed mid-April. Applicants who are accepted will need to log in to “accept” our Offer of Enrollment to confirm their place in our Programs.

Click here to visit the MSW Application page of the School of Social Work Website.