

## School of Social Work BASW Program Frequently Asked Questions

### Incoming First Time Freshmen/Sophomores

#### GE COURSES REQUIRED FOR THE SOCIAL WORK MAJOR

**Q: What General Education Courses should I take?**

**A:** Any designated GE course in each area is acceptable, EXCEPT that Elementary Statistics (Stat 95 or an equivalent course) AND Human Biology (Biol 21) ARE REQUIRED. (GE Area B2 and B4).

### Incoming Transfer Students

#### GE COURSES REQUIRED FOR THE SOCIAL WORK MAJOR

**Q: Must I complete Human Biology (Bio 21) and Elementary Statistics (Stat 95) before I am admitted to SJSU and/or permitted to take social work courses?**

**A:** No. If you meet the GE requirements with other courses, you will be admitted, however, if you have not completed these two courses, you will have to complete them here while a student in this program.

**Q. How do I know how many Lower Division units got transferred from my Junior College?**

**A:** Please contact a GE advisor in the Student Academic Advising Center. Your major advisor cannot provide this information. You can find more information at the following URL: <http://www.sjsu.edu/sac/faq/transferinfo/> or contact them by phone at: 408.924.2129. They are located in the Student Services Center.

### All Incoming Students

#### ADVISORS

**Q: Which advisor do I talk to?**

**A:** Any questions about Lower Division courses/ Upper SJSU courses/ Transfer of Credit, etc. must be discussed with the GE advisors in the Student Academic Advising Center (see contact information provided in earlier question).

Questions regarding the major courses and social work in general should be addressed to your MAJOR advisor who is assigned to you by your last name. Below is a list of advisors and their contact information:

<u>Assignments</u>	<u>Academic Advisors</u>	<u>phone #s</u>	<u>email</u>
A -- G	Emily Bruce, Ph.D.	924-5810	<a href="mailto:ebruce@casa.sjsu.edu">ebruce@casa.sjsu.edu</a>
H – Mc	Sadhna Diwan, Ph.D.	924-5839	<a href="mailto:sdiwan@casa.sjsu.edu">sdiwan@casa.sjsu.edu</a>
Md – Ro	Meekyung Han, Ph.D.	924-5825	<a href="mailto:mhan@casa.sjsu.edu">mhan@casa.sjsu.edu</a>
Ru – Z	Sang Lee, Ph.D.	924-5815	<a href="mailto:sangl@casa.sjsu.edu">sangl@casa.sjsu.edu</a>

**Q: Do I have to see a Major advisor before I enroll in social work courses?**

**A:** No. But you should see your major advisor if you have any specific questions about the major. Note: some of you may be required by the university to see a major advisor for various reasons.

### [SJSU STUDIES \(ADVANCED GE\) COURSES](#)

**Q: Must I complete SJSU Studies (Advanced GE) courses before I can enroll in social work courses?**

**A:** No, you may enroll in the first four social work courses (SW 110, 120, 130, & 140) concurrently as you begin taking your advanced GE courses, BUT you must pass the WST (Writing Skills Test) before you are permitted to enroll in any SJSU Studies courses.

**Q: When should I take the WST (writing skills test)?**

**A:** We strongly recommend that you take it as soon as possible. You need to pass it in order to take the SJSU Studies courses. We cannot guarantee that you will be able to take all your major courses in any given semester. So to have a full course load (as required by financial aid) you will need to take a mix of major courses, minor courses or free electives, and the SJSU Studies courses.

**Q: What 100W course must I enroll in as a social work major?**

**A:** The Social Work 100W will be offered in the Fall which is the most appropriate course for the major. Several 100W courses from other departments are preferred, BUT, any 100W course is acceptable. The courses most often recommended are: Social Science 100W, Anthropology 100W, African American Studies 100W, and Sociology 100w. Some departments give preference to their own majors before allowing social work students to enroll in their class.

## **DECLARING SOCIAL WORK AS YOUR MAJOR/MINOR**

### **Q: What do I do to declare social work as a major?**

**A:** Complete the Declaring a Major form and leave the completed form for your major advisor to sign. If there is no problem with how the form is completed, the student will be contacted to come and pick up the signed form. If there is a problem with the completed form, the student will be contacted as directed to contact their major advisor to schedule an appointment to go over the form.

### **Q: Where can I get the form to declare a major?**

**A:** Students can pick up the form to declare a major at the front desk of the School of Social Work (WSQ 215).

## **ENROLLING IN SOCIAL WORK COURSES**

### **Q: May I enroll in any social work course that interests me?**

**A:** The required social work courses must be taken sequentially as one group of courses are pre-requisites for others. There are four initial courses (the BASW Core) that must be taken AND passed with a "C" or better in order to proceed into the senior year and into the field practicum program. The elective social work courses are open to all students.

### **Q: What classes shall I take when I enter the program?**

**A:** You must sign up for the BASW CORE courses: SW 110, 120, 130, 140.

### **Q: What happens if I cannot get into one or more of the CORE classes?**

**A:** The classes are available in the Fall and Spring semesters. However, you MUST successfully complete the BASW core to be eligible for practice and field classes. Be sure to contact your advisor if you are having difficulties in getting into the courses. In all cases, if classes are full, show up to class on the first day and let the instructor know that you need to add the course. We need to know how many students are trying to add a given course.

### **Q: If I am already working in a social work agency, must I take SW 140, the introductory field placement course?**

**A:** Those students working in a social agency, may petition the SW 140 instructor to use the agency experience as a placement, BUT they must still enroll in SW 140, attend the bi-weekly classes, participate in the class discussion and complete the assignments for SW 140.

## All Juniors & Seniors

### FIELD INTERNSHIP

**Q: How and when do I apply for my field internship?**

**A:** You must apply for a field internship in the Spring semester of your JUNIOR YEAR. All field internships begin in the Fall semester and continue over the Spring semester of your SENIOR year.

In the Spring semester the Field Education office will announce a date when the applications for field internship are due. A Matching Day event will also be held in the Spring to enable students to meet field agency representatives. The field education coordinator then arranges for the placement in the Fall. Please be sure to keep yourself posted of the actual date announcements.

### PREPARING FOR GRADUATION

**Q: When do I apply for graduation?**

**A:** You should apply for graduation at least one year in advance, after completing at least 90 semester units. See <http://info.sjsu.edu/web-dbggen/narr/soc-fall/rec-39.html> for details.

**Q: What do I do to apply for graduation?**

**A:** Nearly 12 months before you plan to graduate (i.e., at the end of the Spring semester, at the end of Summer or at the end of the Fall semester) you will be required to fill out a Major/Minor form and bring it to the School of Social Work for the signature of your major advisor. You can leave the completed form with the receptionist with a phone number where you can be contacted, so you can collect the form after it has been signed. After the form is signed, submit the completed original form in a signed and sealed envelope to the Student Services/Registrar's office along with the completed Graduation Application.

**Q: Where can I get these Major/Minor forms?**

**A:** Forms are available in the School of Social Work.

**Q: Can I walk in the social work graduation ceremony if I have finished my social work classes but not all SJSU requirements?**

**A:** To participate in the SW graduation ceremony students need to have finished ALL social work courses and can have no more than TWO NON-SOCIAL WORK courses left to complete at SJSU. They however, cannot participate in the [University-wide] SJSU graduation ceremony until they have finished ALL courses and requirements [as stated in University policy] - and they will not get their degree until they have finished the SJSU requirements.