



SCHOOL of
SOCIAL WORK

Title IV-E Child Welfare Training Project
School of Social Work
1600 Holloway Avenue
San Francisco, CA 94132-4161

October 1, 2017

Dear MSW Applicant,

Thank you for your interest in SFSU's School of Social Work and the Title IV-E Child Welfare Training Project. The current shortage of professionals holding master's degrees in public child welfare exists at a time of dramatic growth in reports of child abuse and neglect.

To address the needs of children and families, the state of California has partnered with the California Social Work Education Center (CalSWEC) and with California universities to encourage students to obtain MSW degrees with an emphasis in public child welfare. In support of this effort, SFSU provides a generous two-year stipend to MSW students, in exchange for two years of post-graduate paid employment at a county public child welfare agency.

Public child welfare demands the highest level of professional skills and knowledge to preserve, support and strengthen families, and to protect children. This move to expand and enrich public child welfare programs is one in which we enthusiastically participate and wholeheartedly support.

Attached are informational documents and application materials. If you are interested, please fill out all forms, and check for completeness and accuracy. To be chosen for this stipend, you must be accepted to the SFSU Graduate Division and the School of Social Work, and participate in an in-person interview for the Title IV-E Project.

Student finalists will be contacted and scheduled for an interview. Applicants who do not qualify as finalists for the stipend will be considered for the MSW IFG emphasis. If you have any questions or concerns, please contact Gabriela Fischer, Title IV-E Project Coordinator, at gofisch@sfsu.edu.

Sincerely,

Gabriela Fischer, MSW, LCSW

Title IV-E Project Coordinator
San Francisco State University
School of Social Work
1600 Holloway Ave.
San Francisco, CA 94132
gofisch@sfsu.edu; 415-405-3482

SFSU Title IV-E Child Welfare Training Project Information Sheet

1. Nature of the Stipend

The IV-E stipend provides support of \$18,500 per year for two years. The stipend is given two times a year, once in the fall semester and once in the spring semester. Students must complete two years of internship. The first-year internship is working with qualifying IV-E clients and is decided upon with the Director of Field Education. The second year is done in a Bay Area county public child welfare agency. Field credit is not granted for life experience or previous work experience.

2. Work Requirements

Students must sign a contract agreeing to “pay back” the stipend by securing a qualifying position with a state public child welfare agency within six months of graduating. Students must complete two years of uninterrupted services within their agencies. Students, who took educational leave from their agency, must return to work in their home county upon graduation unless there are no qualifying child welfare positions available.

3. Work Interruption

A graduate who terminates employment before the payback requirement is completed must repay the prorated stipend. Hardship extensions or waivers due to county budget layoffs may be applied for and granted by the SFSU, Title IV-E Coordinator, but may only postpone the work requirement for up to one year. Waivers of repayment for permanent disability or death can be granted through CalSWEC.

4. Pay Back Requirements

Students are responsible for payback of the stipend, plus 6% interest and all associated collections costs for failure to:

- a) Maintain good standing in the MSW program
- b) Complete the MSW degree within the standard two-year period (unless a hardship extension is granted)
- c) Keep SFSU informed of employment work status and progress toward meeting contractual obligations
- d) Accept and/or obtain a qualifying position
- e) Qualify for employment, as a result of failing an interview, medical or psychological exam, or criminal clearance
- f) Maintain a conviction-free felony record
- g) Maintain employment and complete work requirement (unless a hardship extension is granted)
- h) Establish and maintain conduct consistent with the NASW Code of Ethics

5. Selection of Students

All students who meet normal admissions standards and who have a genuine interest in child welfare are eligible to apply. Priority is given to current employees of child welfare services on educational leave. Applications that have language skills matching community needs are encouraged to apply.

Students must be able to pass a criminal background check to work in public child welfare.

For further information, please go to the California Social Work Education Center (CalSWEC) website at:

<http://calswec.berkeley.edu/>

Overview of the Fall 2018 MSW Admission Process electing Title IV-E Stipend

DEADLINE: Friday, December 15, 2017, before 11:59PM

Before you begin the application, you may use this instruction as a guidance when you fill out the CALSTATE Apply application online.

Prepare application materials in advance before starting the online Cal State Apply application.

MSW Application and Supporting Documents

- CV/Resume (upload on CALSTATE APPLY on Documents section)
- Personal Statement (upload on CALSTATE APPLY on Documents section)
- Writing Assessment (upload on CALSTATE APPLY on Documents section)
- Unofficial Transcript(s) (upload on CALSTATE APPLY on Documents section) – Graduate Studies' request
- 3 Reference Forms (Please make sure you provide your recommender's name and email on CALSTATE APPLY under Evaluation Section)

Title IV-E applicant ONLY:

- One additional letter of reference (Please make sure you provide your recommender's name and email on CALSTATE APPLY under **Evaluations section "Add additional evaluation"**)
- Title IV-E Program Application (upload on CALSTATE APPLY on **Documents section under "others"**)

From CALSTATE APPLY Application:

MSW Personal Statement

Please respond to the following sections of your personal statement. This essay should not be more than 3 typed pages, double spaced, 12-point font and it must include all three parts below. One page is about 220-270 words. A statement that does not follow these guidelines or abide by the page limit may not be reviewed.

A. Educational Objectives – Please describe the educational and career objectives that motivated you to apply to the MSW program. Relate these objectives to your personal experiences and life goals.

B. Professional Motivation – Discuss any environmental or personal obstacles that you have had to overcome in life. How have your efforts to overcome these obstacles influenced your decision to enter the field of social work? Please describe your personal knowledge, identification, and/or experience with a specific disadvantaged community.

C. Work/Volunteer Experience – Discuss any experiences you have had in providing services to, or working with, a specific disadvantaged group or community. Please describe your professional knowledge, identification, and/or experience with a specific disadvantaged community.

Writing Sample (Writing Assessment)

Graduate school and the social work profession require a significant amount of writing. As part of your application for admission to the MSW program at SFSU, you are to write an essay detailed below. This essay will be used to assess your writing skills along with critical and analytical thinking. Please provide citations for all sources used in your essay, including, but not limited to, expert opinion, scholarly articles, and media sources (APA, MLA, Chicago, etc). Your statement must NOT exceed 2 typewritten, 12-point font (Times New Roman), double- spaced pages, one-inch margins). One page is about 220-270 words. A statement that does not follow these guidelines or abide by the page limit may not be reviewed.

For MSW Supporting Documents, please go to the MSW Admission page: <http://socwork.sfsu.edu/admissions/msw>

Create an Account at CALSTATE APPLY

CALSTATE APPLY ONLINE APPLICATION: <https://www2.calstate.edu/apply/>

Complete the online application for graduate admission and upload your unofficial transcripts and application documents to the Program Materials section of CAL STATE APPLY.

Create your account AND Complete your profile.

TIP: Students who will study on a F1/J1 visa must select **Non-Resident** for *U.S. Citizenship Status* under your Extended Profile.

Please note: You will only see a list of programs that aligns with your academic degree objective.

Select the Programs to Which You Want to Apply

Narrow your program options using the provided filters.

Campus: Select "San Francisco State University".

Location: Select "Main Campus"

Delivery Format: Select "Face-to-Face"

Face-to-Face: instruction takes place in a traditional classroom.

Start Term: Select "fall or spring"

Other CALSTATE APPLY Application Resources:

Graduate Studies Domestic Application Submission:

<http://grad.sfsu.edu/content/prospective/domestic/domestic-application-submission>

CALSTATE APPLY Help Center: https://help.liaisonedu.com/Cal_State_Apply_Applicant_Help_Center

CALSTATE APPLY FAQ – select "Graduate Student Admission": <https://www2.calstate.edu/apply/faq>

MSW Program with Title IV-E Stipend Admission Information

For MSW Applicant who are electing Title IV-E

Three-step process:

1. **Apply to SF State University via CALSTATE APPLY \$55 fee :** <https://www2.calstate.edu/apply>
For information on how to navigate CALSTATE APPLY, please go to the Graduate Studies website:
<http://grad.sfsu.edu/>

2. **Apply to the MSW Program. Please see the list below for MSW Application requirement:**
 - Personal Statement (Questions on CALSTATE APPLY) *
 - Writing Assessment (Question on CALSTATE APPLY) *
 - Resume (please use template on our website: <http://socwork.sfsu.edu/admissions/msw>) *
 - *Upload your Personal Statement, Writing Assessment and Resume to the Documents section on CALSTATE APPLY.*
 - Three Reference Forms (<http://socwork.sfsu.edu/admissions/msw>)**
***Recommender will be submitting the Reference Forms directly to CALSTATE APPLY. Please make sure you provide your recommender's name and email on CALSTATE APPLY under Evaluation Section.*

3. **Apply to the Title IV-E Child Welfare Training Program. Please see the list below for the Title IV-E Application Packet (<http://socwork.sfsu.edu/admissions/msw>):**
 - A completed, type-written Application Form*
 - Personal Statement (questions provided) *
 - Signed Declaration Form*
**Upload your Title IV-E Application Form, Title IV-E Personal Statement and signed Declaration Form to the Documents section under "Other" on CALSTATE APPLY.*
 - One Letter of Reference (<http://socwork.sfsu.edu/admissions/msw>)**
***Recommender will be submitting the Reference Letter directly to CALSTATE APPLY. Please make sure you provide your recommender's name and email on CALSTATE APPLY under Evaluation Section on the 4th Reference person. Make sure to notify the recommender you are a Title IV-E Applicant.*
On the Evaluator's Information section of your application, there is a personal message section. Please cut and paste the following into that section, in the box provided:
"As my reference for the Title IV-E Program, please go to (
http://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20ReferenceLetter_0.docx
)
and answer the questions provided. Once your letter is completed, please upload the document to the Evaluator Portal."
 - Letter of Support for the Agency Director and Proof of Educational Leave (if applicable).
**Upload your letter of support with your Title IVE App to the Documents section under "Other" on CALSTATE APPLY.*

MSW Application and all other required supplemental supporting documents are due no later than: **Friday, December 15, 2017, before 11:59PM.**

My App

Add

Submit

Status

My Application

Getting Started?
Speed up your application by entering your colleges attended first.

[Enter My Colleges](#)

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

The California State University application – Welcome!

[View My Notifications](#)

Personal Information



Sections Completed

Academic History



Sections Completed

Supporting Information



Sections Completed

Program Materials



Sections Completed

These are the 4 quadrants

If you have questions regarding the Personal Information, Academic History, and Supporting Information quadrants, please contact Graduate Studies at 415-338-2234 or gradstdy@sfsu.edu.

If you have questions regarding the Program Materials quadrant, please contact the School of Social Work at 415-338-1003 or socwork@sfsu.edu.

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.



Personal Information

0/7 Sections Completed

Latest Notifications

 The California State University application – Welcome! Today 

[View My Notifications](#)

[Release Statement](#)

[Biographic Information](#)

[Contact Information](#)

[Citizenship/Residency Information](#)

[Race & Ethnicity](#)

[Other Information](#)

[Credentials](#)

If you have questions regarding the Personal Information quadrant, please contact Graduate Studies at 415-338-2234 or gradstdy@sfsu.edu.

Personal Information TIPS

- Please provide us with some basic information.
- Fields noted as Optional may be skipped.

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.



Academic History

0/4 Sections Completed

Latest Notifications

 The California State University application – Welcome! Today 

[View My Notifications](#)

Colleges Attended

Transcript Entry

GPA Entries

Standardized Tests

If you have questions regarding Academic History quadrant, please contact Graduate Studies at 415-338-2234 or gradstddy@sfsu.edu.

Academic History TIPS

- We recommend that you select “I Am Not Adding Any College Transcripts” in the transcript entry field. Please upload copies of your unofficial transcript to the Program Materials section of this application instead.
- Only use transcript entry to designate current enrollment in a course/semester.
- We recommend that you select “I don't have a GPA to add” in the GPA entry field. The Division of Graduate Studies will calculate your GPA as part of our review.

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.



Supporting Information

0/4 Sections Completed

Latest Notifications

The California State University application – Welcome!

[View My Notifications](#)

TITLE IV-E
2017-10-03 22:33:27

Select "I Am Not Adding Any Achievements" in this section of the application.

Experiences 

Achievements 

Documents

Statement of Purpose 

TITLE IV-E
2017-10-03 22:33:42

Select "I Am Not Adding Any Experiences" in this section of the application.

TITLE IV-E
2017-10-03 22:34:14

In the Statement of Purpose section, indicate "Uploaded to Program Materials Section"

If you have questions regarding Supporting Materials quadrant, please contact Graduate Studies at 415-338-2234 or gradstyd@sfsu.edu.

Supporting Materials TIPS

- You may opt out of all supporting materials, unless your intended program instructs you to use these fields. Select "I Am Not Adding Any Experiences" or "I Am Not Adding Any Achievements" in this section of the application.
- In the Statement of Purpose section, indicate "Uploaded to Program Materials Section"

My App

Add

Submit 

Status 

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.



Program Materials

0/1 Sections Completed

Latest Notifications

 The California State University application – Welcome! Today

[View My Notifications](#)

Social Work
San Francisco Graduate

If you have questions regarding the Program Materials quadrant, please contact the School of Social Work at 415-338-1003 or socwork@sfsu.edu.

Prepare your documents for upload in advance of application submission. You may need to resize any scanned PDFs so that you do not exceed the MB limit for each document. See the **“Upload Tips”** for additional information.

For MSW Personal Statement questions and writing sample (writing assessment) question, please go to the Personal Materials quadrant under the Documents section.

For MSW Supporting Documents, please go to the MSW Admission page:
<http://socwork.sfsu.edu/admissions/msw>

Transcripts

In addition to any documents required by your program, you are also required to upload legible unofficial copies of transcripts from each college or university attended. Including study abroad coursework, or community college coursework, even if this coursework appears as transfer credit appears on your degree transcript. Full academic disclosure is required. Photographs or screenshots of transcripts will be rejected. An incomplete academic history will significantly delay review of your application. The Division of Graduate Studies may request official transcripts from you at any point during the application review process. If selected for admission, you will be required to submit official transcripts to the Division of Graduate Studies in order to secure your offer of admission.



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School of Social Work (Master of Social Work [MSW])

The mission of the School of Social Work is to educate diverse learners to achieve progressive development and change throughout the Bay Area and beyond. The School cultivates ethical leadership for social justice and promotes professional advocacy, versatility, activism, and cultural humility.

Degree Emphasis / MSW Concentration: The School of Social Work at San Francisco State University (SFSU) offers one concentration

- **Individuals, Families, and Groups (IFG):** IFG concentration is grounded in a bio-psychosocial approach to direct service. The goal of IFG is to emphasize the importance of promoting the strengths and the coping abilities of individuals, families, and groups and to ameliorate stressors within a life course context of human development and functioning.

Additional and Optional Opportunities

- Title IV-E Child Welfare Training Program - Must apply for the Title IV-E Program. Complete the [Title IV-E Program Application \(https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20Supplemental%20Documents_9_2017.docx\)](https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20Supplemental%20Documents_9_2017.docx) and upload to the Documents section of this application.
- MSW Pupil Personnel Service Credential Program - Optional and available to all MSW students. No additional application required. Provides credential work in the public school system

Application Deadline: Friday, December 15, 2017, 11:59 pm PST

Application Instructions

Your application for graduate study to SF State includes a two-part review.

Part 1: [Division of Graduate Studies \(http://grad.sfsu.edu/\)](http://grad.sfsu.edu/)

The Division of Graduate Studies reviews your application for general university admission requirements and requires you to upload copies of transcripts from every college or university attended, including study abroad coursework, community college coursework even if transfer credit appears on your degree transcript. Upload clear, legible copies of all transcripts to the documents section of this application. Photos of documents will not be accepted. Make sure you resolve any financial obligations at previously attended institutions so they will release your transcripts.

Division of Graduate Studies
San Francisco State University
1600 Holloway Ave., ADM 250
San Francisco, CA 94132
Phone: 415-338-2234
Email: gradstdy@sfsu.edu

Part 2: [School of Social Work \(https://socwork.sfsu.edu/admissions/msw\)](https://socwork.sfsu.edu/admissions/msw)

The Social Work reviews and evaluates all application materials it receives. It is important that applicants submit all documents, as specified in instructions, as a complete assembled package. Upload the following admission requirements for the MSW program to the Documents section of this application:

- Personal Statement
- Writing Assessment
- Resume
- 3 [Reference Forms \(https://socwork.sfsu.edu/sites/default/files/SSW%28REV1%29-1-Reference%20Form%28Rev1%29-09-14-2017.docx\)](https://socwork.sfsu.edu/sites/default/files/SSW%28REV1%29-1-Reference%20Form%28Rev1%29-09-14-2017.docx)

We recommend that you review both the Division of Graduate Studies and School of Social Work (MSW Program Admissions) websites thoroughly before you complete this application.

Reference Forms

Three (3) Reference forms are required. Once you have selected three references, please email each of them the Reference form.

MSW Admissions
School of Social Work
San Francisco State University
1600 Holloway Ave., HSS 222
San Francisco, CA 94132

Phone: (415) 338-1003
Email: socwork@sfsu.edu
Web: <http://socwork.sfsu.edu/admissions/msw>



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Combine similar documents in one file for each of the document types requested in this section of your application. For example, to upload unofficial transcripts, combine transcripts from all schools into one file, and then upload the file using the Add Document buttons. You may need to resize PDF documents so that you do not exceed the limit per document type. All documents should be clear and legible. Instructions for each document type follow, and documents are required unless noted as optional. Reference forms should be sent to the academic department directly by the applicants once all forms have been collected.

Resume

Please follow the [Resume template \(https://socwork.sfsu.edu/sites/default/files/SSW%28REV1%29-2-Resume%20Template-09-14-2017.docx\)](https://socwork.sfsu.edu/sites/default/files/SSW%28REV1%29-2-Resume%20Template-09-14-2017.docx) provided by the School of Social Work.

Other

In order for your application to be considered to the Title IV-E program, please complete the [Title IV-E Program Application \(https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20Supplemental%20Documents_9_2017.docx\)](https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20Supplemental%20Documents_9_2017.docx) and upload it to the "Other" document type.

Personal Statement

Please respond to the following sections of your personal statement. This essay should not be more than 3 typed pages, double spaced, 12-point font and it must include all three parts below. One page is about 220-270 words. A statement that does not follow these guidelines or abide by the page limit may not be reviewed.

- A. Educational Objectives – Please describe the educational and career objectives that motivated you to apply to the MSW program. Relate these objectives to your personal experiences and life goals.
- B. Professional Motivation – Discuss any environmental or personal obstacles that you have had to overcome in life. How have your efforts to overcome these obstacles influenced your decision to enter the field of social work? Please describe your personal knowledge, identification, and/or experience with a specific disadvantaged community.
- C. Work/Volunteer Experience – Discuss any experiences you have had in providing services to, or working with, a specific disadvantaged group or community. Please describe your professional knowledge, identification, and/or experience with a specific disadvantaged community.

Unofficial Transcripts

The Division of Graduate Studies requires you to upload unofficial copies of transcripts from every college or university attended, including study abroad coursework and community college coursework even if transfer credit appears on your degree transcript. Upload all transcripts to the documents section of this application. The Division of Graduate Studies may request official transcripts from you at any time during the application process in order to complete our review. Photographs of documents are not accepted.

Writing Sample (Writing Assessment)

Graduate school and the social work profession require a significant amount of writing. As part of your application for admission to the MSW program at SFSU, you are to write an essay detailed below. This essay will be used to assess your writing skills along with critical and analytical thinking. Please provide citations for all sources used in your essay, including, but not limited to, expert opinion, scholarly articles, and media sources (APA, MLA, Chicago, etc). Your statement must NOT exceed 2 typewritten, 12-point font (Times New Roman), double-spaced pages, one-inch margins). One page is about 220-270 words. A statement that does not follow these guidelines or abide by the page limit may not be reviewed.

- Analytical Question - Select a social issue/social problem that you believe is prevalent in today's society/world. Discuss the origins and impacts of that issue/problem. Develop a response to this problem with the assumption that you have the resources and power to promote change.

UPLOAD TIPS



Review Uploaded Documents

The uploading process may have altered your formatting. Please review before submitting.



Accepted File Types

.doc, .docx, .pdf, .rtf, .txt, .jpg, .jpeg, .png. The size limit for each file upload is 15MB.



Do Not Password Protect Your Documents

Protected documents will not be sent with your application.



Conceal Your Social Security Number (SSN)

Only use correction fluid or a redacting marker to conceal your SSN before uploading.

Provide supporting documentation for your application. You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more documents if there are optional document uploads available to you, but you will not be able to replace existing document uploads with new versions or delete uploaded documents.

CV/Resume Upload your Resume here

 Add Document



Personal Statement Upload your MSW Personal Statement here

 Add Document



Unofficial Transcript Upload your Unofficial Transcript here

 Add Document



Writing Sample Upload your Writing Sample here

 Add Document



Additional Unofficial Transcript Optional Upload your additional Unofficial Transcript (if applicable) here

 Add Document



Additional Unofficial Transcript Optional

 Add Document



Additional Unofficial Transcript Optional

 Add Document

English Language Proficiency Test Optional

 Add Document

TITLE IV-E
2017-10-03 23:19:21

Title IV-E Application Materials consist of:
*Application Form
*Personal Statement
*Signed Declaration Form
*Letter of Support for the Agency Director and Proof of Education Leave (if applicable)
You may upload all Title IV-E Materials to one work document or pdf.

**You will add your 4th reference person on the Evaluations section.

Other Optional **Tip: For Title IV-E Applicant, this is where you add your Title IV-E Application Materials.**

 Add Document





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TITLE IV-E

2017-10-03 23:24:16

Recommender will be submitting the Reference Forms and Title IV-E Letter of Reference directly to CALSTATE APPLY.

Evaluations



Reference forms are required to complete your application. Recommenders include professional and academic (e.g., former professors and former employers who know your university level work and can predict your success in a graduate program). They should be able to comment on your work habits, writing ability, and other characteristics that would reflect on your ability to succeed in the program.

APPLICANT INSTRUCTIONS:

THREE (3) Reference Forms must be submitted by the recommenders directly to CALSTATE APPLY, no later than December 15th, 2017. Cut and paste the following message into your email request to each letter writer:

"As my reference for the MSW Program, please complete the [Reference Form \(https://socwork.sfsu.edu/sites/default/files/Lee-1-Final-Required%20MSW%20Reference%20Form%20For%20Fall%202018%28Dev%29-09-27-2017.docx\)](https://socwork.sfsu.edu/sites/default/files/Lee-1-Final-Required%20MSW%20Reference%20Form%20For%20Fall%202018%28Dev%29-09-27-2017.docx) including the narrative section. Once your Reference Form is completed, please upload the document to the Evaluator Portal."

TITLE IV-E APPLICANTS ONLY:

One additional letter of reference is required by December 15th, 2017. Cut and paste the following message into your email request to your 4th Reference person:

"As my reference for the Title IV-E Program, please answer the questions provided on the [Reference guide \(https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20ReferenceLetter.docx\)](https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20ReferenceLetter.docx). Once your letter is completed, please upload the document to the Evaluator Portal."

Letter writer email addresses should be from professional or academic organizations (ex. @sfsu.edu, @CA.gov or @ibm.com), not personal email addresses.

Once you have saved an electronic evaluation, an email request will automatically be sent to the evaluator on your behalf. Please advise your evaluator to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

Evaluation 1

MSW Reference Form for reference person #1

Add Evaluation

Evaluation 2

Add Evaluation

MSW Reference Form for reference person #2

Evaluation 3

Add Evaluation

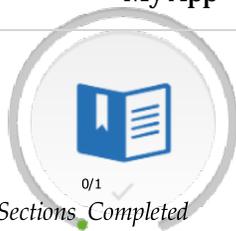
MSW Reference Form for reference person #3

Add additional evaluation

Optional

Create Evaluation

For Title IV-E Applicant, this is where you add your 4th reference person.



For your Reference person #1, #2 and #3: create an evaluation request. You are requesting a Reference Form

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Create an Evaluation Request!

Once you have saved the evaluation request, an email request will be sent to the evaluator on your behalf. Please advise your evaluator to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. Please note: All references submitted within this section of your application are program specific. If you choose to remove the program, all references submitted for that program understand your letters will be deleted along with the program.



Evaluator's Information

First Name

Last Name

Email Address

Due Date



Personal Message/Notes

TITLE IV-E
2017-10-03 23:34:45

Please advise your reference person to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. The Email might be from: csuinfo@liaisoncas.com

Cut and paste the following message into that section, in the box provided:

“As my reference for the MSW Program, please go to <https://socwork.sfsu.edu/sites/default/files/Lee-1-Final-Required%20MSW%20Reference%20Form%20For%20Fall%202018%28Dev%29-09-27-2017.docx> and complete the Reference Form including the narrative section. Once your Reference Form is completed, please upload the document to the Evaluator Portal.”

Waiver of Evaluation

I waive my right of access to this evaluation.

Yes

No

Permission to Contact Reference

I hereby give permission to contact this reference via email to request the completion of the reference form and letter of reference. If my reference does not submit an online reference form in response to the email request, it is my sole responsibility to contact the reference directly to ensure all references required by my designated schools are received by the deadline.

Permission for Schools to Contact Reference

I understand that the schools to which I am applying may contact the reference either to verify the information provided and/or for further clarification of the information provided, and I hereby give permission for the schools to do so.



Save This Evaluation Request



For your Reference person #4: Create an evaluation request. You are requesting a Title IV-E Letter of Reference

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Create an Evaluation Request!

Once you have saved the evaluation request, an email request will be sent to the evaluator on your behalf. Please advise your evaluator to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. Please note: All references submitted within this section of your application are program specific. If you choose to remove this program, your references will be deleted along with the program.

Evaluator's Information

First Name

Last Name

Email Address

Due Date

Personal Message/Notes



TITLE IV-E
2017-10-03 23:34:45

Please advise your reference person to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out. The Email might be from: csuinfo@liaisoncas.com

cut and paste the following into that section, in the box provided:

“As my reference for the **Title IV-E Program**, please go to (https://socwork.sfsu.edu/sites/default/files/Fall%202018%20Admission%20IV-E%20ReferenceLetter_0.docx) and answer the questions provided. Once your letter is completed, please upload the document to the Evaluator Portal.”

Waiver of Evaluation

I waive my right of access to this evaluation.

Yes No

Permission to Contact Reference

I hereby give permission to contact this reference via email to request the completion of the reference form and letter of reference. If my reference does not submit an online reference form in response to the email request, it is my sole responsibility to contact the reference directly to ensure all references required by my designated schools are received by the deadline.

Permission for Schools to Contact Reference

I understand that the schools to which I am applying may contact the reference either to verify the information provided and/or for further clarification of the information provided, and I hereby give permission for the schools to do so.



Social Work
San Francisco Graduate

Social Work

Deadline: 12/15/2017

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Questions

MSW Application Questions

Do you have a BSW from an accredited Social Work program?

- YES
- NO

Do you have a BASW from San Francisco State University?

- YES
- NO

Optional Stipend Program

Please indicate your interest in the Title IV-E Child Welfare Stipend Training Program. You will need to complete the additional Title IV-E Program Application and upload to the Documents sections of this application. Once your application has been evaluated, we will contact our top applicants for in-person interviews that will take place beginning in February 2018.

- YES
- NO

Official Transcript Requirement

If selected for admission, you are required to submit official transcripts from each college or university attended to the Division of Graduate Studies in order to secure your admission offer. Please enter your initials in the box below as an acknowledgement of the SF State official transcript requirement.

Save My Responses