

Frequently Asked Questions (FAQs) Summer 2017 Post-MSW PPSC Program

<p>1. Is this program open to all graduates of an accredited MSW program or just to graduates of SFSU?</p>	<p>The post-MSW PPSC program is open to graduates from any CSWE accredited university. You must have an MSW.</p>
<p>2. How many classes will I be required to take?</p>	<p>Transcripts will be reviewed by the coordinator once you submit your application. Typically, at a minimum, the core school social work practice course (3 units) through SF State CEL. If the law class requirement has not been met, students will need to take the course via UC Berkeley or another approved program.</p>
<p>3. How much is the tuition? How do I enroll and pay? What about Financial Aid?</p>	<p><b>CEL course fees are \$395 per unit. One class costs \$1185. More information about the law class will be made available to candidates who need to take it.</b></p> <p>For questions about how to enroll and pay for the course fee after you have been admitted, visit the CEL web site: <a href="http://www.cel.sfsu.edu/register/">http://www.cel.sfsu.edu/register/</a>. Contact CEL Enrollment Services at 415-405-7700 x5 during business hours with any questions.</p> <p>Please contact the SF State Office of Financial Aid at 415-338-7000 or <a href="mailto:finaid@sfsu.edu">finaid@sfsu.edu</a> with any questions. (Typically, students must be enrolled in at least 4 unit hours to qualify for financial aid.)</p>
<p>4. What other costs are associated with the program?</p>	<p><b>There is an additional, non-refundable administrative expense of \$950 that is due immediately after acceptance into the program and before the summer courses start. Payment is by check or money order only</b> and must be addressed to SF State CEL (be sure to include your SF State ID number) then mail to: <b>SF State College of Extended Learning 835 Market Street, 6<sup>th</sup> Floor San Francisco, CA 94103 ATTN: ACADEMIC PROGRAMS</b></p> <p>Once you complete the coursework and fieldwork, the credentials office will inform you about the state commission fees, costs for fingerprinting, and a university \$25 processing fee.</p>
<p>5. When will the classes take place?</p>	<p>The practice class will take place on the main campus during the summer— June 7<sup>th</sup> to July 20<sup>th</sup>. The school social work class, SW 865, will be on Wednesday and Thursday nights from 6:00- 9:15pm. Those who need the law class will receive directions about acceptable online law/policy classes. i.e. Berkeley's online <a href="#">SOC WEL W232 - Social Work and Education Policy Berkeley Summer Sessions A: May 22-June 30, 2017</a></p>
<p>6. How do I complete the two-step application</p>	<p><b>Application cycle begins February 1, 2017. April 15, 2017 is the deadline.</b></p>

<p>process?</p>	<p><b>PART ONE: Apply to SFSU online at CSU Mentor (Cost \$55)</b></p> <ul style="list-style-type: none"> <li>▪ <a href="http://www.csumentor.edu/admissionapp/grad_apply.asp">For domestic applicants (http://www.csumentor.edu/admissionapp/grad_apply.asp)</a></li> <li>▪ If you experience any problems with CSU Mentor please consult Gradstop, either by phone or email  GradStop  Email: <a href="mailto:gradstdy@sfsu.edu">gradstdy@sfsu.edu</a>  Phone: 415.338.2234</li> </ul> <p>Online applications are uploaded to SFSU Student Systems in 24 hours.</p> <ul style="list-style-type: none"> <li>▪ Submit one set of official, sealed transcripts from all post-secondary (post-high school) programs attended to:</li> <li>▪ San Francisco State University, Graduate Admissions, 1600 Holloway Avenue, ADM 254, San Francisco, CA 94132.</li> <li>▪ This is the number one reason for delays in processing applications. Please contact any post-secondary program and request your transcripts immediately.</li> </ul> <p><b>PART TWO:</b></p> <ul style="list-style-type: none"> <li>▪ Complete the SFSU School of Social Work Application available at: <a href="http://www.cel.sfsu.edu/social-work/">http://www.cel.sfsu.edu/social-work/</a></li> <li>▪ The Part Two Application is due by <b>April 15, 2017</b>.</li> </ul>
<p>7. How many hours are required for the field work requirement?</p>	<p>450 hours are required for the PPSC, with at least 100 of those hours serving a different age level. For example, if you work with high school students the majority of your time, you would accrue at least 350 hours with them and then work with middle or elementary aged youth for at least 100 hours. <b>Hours must be supervised by a PPSC holder (in social work, counseling, or school psychology.)</b></p>
<p>8. Can I accrue field work hours before I begin taking</p>	<p>Yes, if you interned at a school during your MSW program or worked at one after you acquired an MSW <u>and</u> your hours were supervised by someone with the PPSC credential, your hours could</p>

Frequently Asked Questions (FAQs) Summer 2017 Post-MSW PPSC Program

<p>PPSC classes?</p>	<p>count. Similarly, an internship with appropriate supervision performed before classes begin would work toward the field hours requirement. Please use the verification of standards form to document your hours. Your supervisor should initial any asterisked area that says “Field Demonstration” and sign the last page. <b>The SF State PPSC Coordinator will initial all of the academic areas and sign as the academic and program coordinator.</b></p>
<p>9. What is the verification of standards form?</p>	<p>This form is unique to SFSU and it asks that your field instructor/supervisor sign off on several areas verifying your field experience. The form requires your supervisor’s signature and that of the post-MSW PPSC coordinator. (Your supervisor should initial at least one line under any asterisked standard area that says “Field Demonstration” and sign the last page. The SF State PPSC Coordinator will initial all of the academic areas and sign as the academic and program coordinator.)</p>
<p>10. Does my field experience need to be completed before enrolling in the program?</p>	<p>No, you can earn your field hours while taking the courses or after.</p>
<p>11. How much time do I have to complete the field hours requirement?</p>	<p>You have <i>three</i> years from the time of acceptance into the program to complete the field requirement.</p>
<p>12. When do I have to pass the CBEST test?</p>	<p>Candidates must pass the CBEST test in order to obtain the PPSC. Even with successful completion of coursework and fieldwork, the Credentialing Office at SFSU cannot process the applicant’s paperwork until the applicant can provide a copy of the CBEST card indicating that the candidate passed all three sections. You may take the exam before, during, or after the summer.</p>
<p>13. Are there jobs for school social workers in the bay area?</p>	<p>Yes, recently graduates have secured jobs in San Francisco Unified, Berkeley Unified, Jefferson School District, Oakland Unified, and Mt. Diablo Unified to name a few. You can search for jobs on <a href="http://www.edjoin.org">www.edjoin.org</a>. School social workers are employed under many titles so you may have to search multiple ways including titles like counselor, coordinator, learning support specialist, learning support professional, case manager, specialist.</p>
<p>14. When are applications to the SFSU Post MSW PPSC Program due?</p>	<p>Applications are due by April 15, 2017. Contact Christina Feliciano if you require more time and she will try to accommodate you. <a href="mailto:cfeli@sfsu.edu">cfeli@sfsu.edu</a></p>

Frequently Asked Questions (FAQs) Summer 2017 Post-MSW PPSC Program

For more information, please contact Christina Feliciano, MSW, LCSW, PPSC at [cfeli@sfsu.edu](mailto:cfeli@sfsu.edu)

## SFSU Post-MSW PPSC

### Field Requirements

Candidates are responsible for securing their own internships. If the school requires that you obtain an internship credential before beginning your work with them, please see the following link: <http://www.ctc.ca.gov/credentials/leaflets/414.pdf>

You will need to check to make sure you are covered under the school district liability insurance for its personnel or volunteers. If you want to obtain your own insurance, you can do so through NASW or SSWAA. The SF State Post-Masters PPSC Program is not providing liaison assistance, oversight, or responsibility for your field work. (You are not registering for or paying for field work credit.)

1. The school site/ internship experience must be under the supervision of a person holding a PPS credential. That person must be willing to sign off on written documentation of the hours completed, to verify the type of settings, and to provide a copy of their valid PPSC.
2. The field supervisor must be able to verify that the applicant has completed, or is in the process of completing, at least 450 clock hours of school-based practice under his/her supervision, of which a minimum 100 hours are with at least ten (10) pupils of an ethnic background different from that of the candidate. The school assignment must take place with at least two age groups (preschool, elementary, middle, high school) with a minimum of 100 clock hours at the secondary site, not to exclude district services and programs or alternative school settings. Field supervisors also should document experiences in individual and group practice with male and female school aged children of diverse ethnic, cultural, and socio-economic backgrounds, and working with parents, school staff, and community resources. These tasks should be documented by utilizing the Verification of Standards form.