FRESNO STATE
Social Work Education

MSW PREREQUISITE SUBSTITUTION FORM

NAME: _____ DATE: _____

EMAIL: _____ PHONE: _____

1) When do you plan to apply to the MSW program? (semester/year) _____
2) What major Is your undergraduate degree in? _____
3) Have you met the three prerequisites for the MSW program? If so, please describe list how.

4) List course name and number being used to waive each prerequisite, including those on the approved list.
Pre-approved prerequisite list: https://chhs.fresnostate.edu/social-work/masters/prerequisites.html/

Prerequisite(s) Needed	Course(s) Taken (i.e. PSY 100)	College/University	On Pre-Approved List (Y/N)	Is previous College/University accredited? (Y/N)
Research Methods / Data Analysis				
Human Development				
Cultural Diversity **(must be upper division)**				

INCOMPLETE FORMS WILL NOT BE REVIEWED

5) In one paragraph please indicate why you feel this course(s) should be waived. Make sure you highlight any course(s) you have taken and link them to the course(s) being requested to be waived. The identified course(s) **MUST** be accompanied by a syllabus and transcripts. ****NOTE: course descriptions are not accepted in lieu of a syllabus!**

Please email this form to torresj@mail.fresnostate.edu allow at least 4 weeks to review this request.
Please understand that any missing information from this request may significantly delay a response.

FOR OFFICE USE ONLY

Prerequisite(s)	Course(s) Taken	Submitted Proof	Met Prerequisite
Research Methods/Data Analysis			
Human Development			
Cultural Diversity			

Rationale:

Reviewed by: _____ Signature: _____ Date: _____

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Prerequisites for Admission to the MSW Program

The MSW applicant must have a four-year bachelor's degree from an accredited college or university. The BA or BS degree may be in any major; the applicant's overall academic record must show evidence of a liberal arts foundation. A student's prior coursework in the liberal arts is expected to promote the development of an educational perspective, values, and abilities necessary for professional social work practice. This liberal arts underpinning provides theoretical perspectives that facilitate understanding of factors that influence human behavior such as human biology, psychology, sociology, political science, economics, history, and encompasses the natural and physical sciences, arts and humanities, and social sciences. Undergraduate general education requirements commonly provide much of this liberal arts base. Note this requirement DOES NOT require you to have a "Liberal Arts or Liberal Studies" major.

Applicants must have completed the general education requirements at Fresno State or similar requirements at another institution and completed at least one course, each, on:

1) Human development and health issues over the life span,
2) Research Methods/Data analysis (qualitative or quantitative), and
3) An upper division course in ethnic/cultural diversity systems or women's studies.

Applicants to the MSW program do not have to complete all prerequisites during the application process. If an applicant is offered a conditional admission to the MSW program, all prerequisites must be met before the beginning of the Fall semester in which they are to enroll. Failure to complete the prerequisites before the Fall semester will result in admission being revoked.

To inquire whether a course you have already taken meets one of the requirements listed above, you should make your request to the MSW Program Coordinator at 559.278.3992. You will be asked to provide a copy of the course syllabus and transcripts. You may also verify your courses through www.assist.org.

Transfer of Credit

Transfer credit may be used toward a California State University, Fresno MSW degree only if the institution offering the work is accredited by the Council on Social Work Education and would accept the work for a comparable MSW degree program. The transfer credit institution must also have listed the units as post- baccalaureate graduate units on the student's transcript. Credit at California State University, Fresno, will be granted if it is judged by appropriate University authorities to be particularly relevant to the individual student's program. The student must present appropriate documentation, including official transcripts of work completed and photocopies from the catalog of the institution where the transfer work was taken that includes:

1) relevant course description(s); 2) evidence that the course(s) may be used toward a graduate degree at that institution; 3) the course numbering and grading systems; and 4) information clarifying whether the institution is semester or quarter system based. A copy of a course syllabus is required. Credit for courses used for another earned degree may not be transferred. Please contact the current MSW Program Coordinator for approval.

Courses taken through the Division of Extended Education (Extension and/or Open University) are not normally used to fulfill the requirements toward a Master's degree. Students intending to take a course through the Extension Division must request special permission from the MSW Program Coordinator to use the course toward their program. If approved, a maximum of 18 transfer units (including California State University, Fresno Extension and/or Open University) may be used in a 60-unit program. Students may not enroll through Open University to bypass the university fee structure.

Courses used to fulfill G.E. curriculum, such as Capstone, Integration, or Multicultural/International, undergraduate writing "W" courses, lower-division courses, and 200-level courses may not be used in fulfillment of the program requirements of the Master's degree.

Credit by Examination (CBE) may be used to fulfill prerequisites, but may not apply toward the Master's degree program.

Graduate students may not elect to take a course for a CR grade to fulfill either prerequisite or major program requirements unless the course is only available for CR/NC grading as indicated by footnote 14 in the Schedule of Courses. A maximum of 12 units of CR-graded coursework may be applied to a 60-unit program.

With approval of the MSW Program Coordinator, post baccalaureate/graduate credit allowed for work taken prior to the granting of the baccalaureate degree may be applied toward a Master's degree. However, the amount of post baccalaureate credit used toward the Master's degree may not exceed one-third of the student's entire approved program.