

# SOCIAL WORK ADVANCED STANDING: FULL TIME, MSW

## POLICIES

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#### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) serve as the official document of record for Graduate School academic and administrative policies and procedures and are updated continuously. Note some policies redirect to entries in the official UW-Madison Policy Library (<https://policy.wisc.edu/>). Programs may set more stringent policies than the Graduate School. Policies set by the academic degree program can be found below.

#### NAMED OPTION-SPECIFIC POLICIES

##### PRIOR COURSEWORK

###### Graduate Credits Earned at Other Institutions

Graduate credits in equivalent generalist courses completed with a grade of B or better taken at CSWE-accredited MSW programs may be used to fulfill the minimum degree credit requirement. In general, coursework earned five or more years prior to admission to the MSW Program may not be used to satisfy degree credit minimums. Graduate credits from other MSW programs/institutions may not be used to fulfill the minimum residence credit requirement.

###### Undergraduate Credits Earned at Other Institutions or UW-Madison

Graduates of **UW-Madison** (BSWs) may transfer only those courses numbered 300 or above toward their minimum graduate degree credit requirement, up to 7 credits. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

MSW students who have received BSWs from CSWE accredited programs from **external institutions** may transfer up to 7 credits of their undergraduate coursework in the BSW program. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

###### Credits Earned as a Professional Student at UW-Madison (Law, Medicine, Pharmacy, and Veterinary careers)

No credits accepted.

###### Credits Earned as a University Special Student at UW-Madison

On a case-by-case basis Generalist Social Work courses numbered 300 or above taken as a UW-Madison University Special student may transfer to fulfill degree requirements. No more than 7 credits of generalist course may be used for this purpose.

#### PROBATION

Refer to the Graduate School: Probation (<https://policy.wisc.edu/library/UW-1217/>) policy.

#### MSW Satisfactory Progress Criteria

Graduate students are required to maintain and graduate with a cumulative GPA of 3.00.

Grades of "C" are accepted only if offset by an equal number of credits of grades of A. Students who receive more than two grades of C or a grade of D or F will be dropped from the MSW Program. (This policy does not apply to grades received for courses taken to meet the Statistic prerequisite while in the program but will affect the GPA).

Students who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. Refer to the Field Education Handbook (found on the Social Work Student Resources site (<https://socwork.wisc.edu/students/resources/#full-time-msw-students>)) for more details about grades in Field.

#### ADVISOR / COMMITTEE

All master's candidates are assigned to the social work academic advisors.

#### CREDITS PER TERM ALLOWED

15 credits

#### TIME LIMITS

Full-Time Program students matriculating through the Full-Time MSW program on a part-time basis must enroll in a minimum of two courses each semester and complete one full-time semester of at least 8 credits. Candidates who withdraw from the Full-Time Program without having completed at least 8 credits must reapply for admission to the program. Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program.

Refer to the Graduate School: Time Limits (<https://policy.wisc.edu/library/UW-1221/>) policy.

#### GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employeeabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)

- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office Student Assistance and Support (OSAS) (<https://osas.wisc.edu/>) (for all students to seek grievance assistance and support)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

Students should contact the department chair or program director with questions about grievances. They may also contact the L&S Academic Divisional Associate Deans, the L&S Associate Dean for Teaching and Learning Administration, or the L&S Director of Human Resources.

## **OTHER**

### **Coursework over five years**

MSW students whose BSW is five or more years prior to admission to the MSW program are not eligible to be admitted into the Advanced Standing degree plan, and should apply instead to the generalist MSW plan.