FACULTY OF SOCIAL WORK

General Office

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Website: umanitoba.ca/social-work (https://umanitoba.ca/social-work/)
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Degree Offered

The Bachelor of Social Work Program

The Faculty of Social Work Bachelor of Social Work (BSW) is a professional program that builds students' competence in integrating social work values, Indigenous Knowledges, theory, and practice towards just societies, connected communities and enhanced well-being. The mission of the BSW degree program is preparing generalist social work professionals to engage in practices designed to transform unjust social arrangements, advance human and environmental rights, promote diversity and enhance well-being.

As a regulated profession, our BSW is accredited by the Canadian Association for Social Work Education (CASWE) and operates in accordance with CASWE's Code of Ethics. Our students take foundational and elective courses, and field placement practices to acquire the knowledge, theories, methods and demonstrated skills related to practice, research, and social policy analysis to work with individuals, families, groups, communities, and social institutions. Graduates of the program have competence for entry-level social work positions in a variety of different practice areas and they can register with the regulated provincial body of the Manitoba College of Social Workers to obtain designation as a "registered social worker".

The program is offered at multiple geographic sites including the Fort Garry Campus, the William Norrie Centre (Inner City Social Work site), and Thompson, Manitoba (Northern Social Work site) as well as by Distance Delivery.

Programs

Degree/Diploma	Years to Completion	Total Credit Hours	Has Co-op Option
Social Work, B.S.W. (https://catalog.umanitoba.ca/undergraduate-studies/social-work/social-work-bsw/)	3	123	

Faculty Academic Regulations

Admission Requirements

The following is a summary of the admission requirements to the Bachelor of Social Work program. Equivalent academic courses completed at recognized universities elsewhere will be considered. All admission requirements, as well as application deadline dates and forms, are included in an applicant information bulletin that is available from Undergraduate Admissions (https://umanitoba.ca/admissions/), 424 University Centre; this information is also posted on the university's website (https://umanitoba.ca/).

Admission to the Fort Garry Social Work Site

Admission Requirements

Successful completion of 30 credit hours of university level coursework at the 1000 level or higher with minimum grades of 'C' including:

- WOMN 1600 (3)
- FMLY 1010 (3) or PSYC 1200 (6)**
- INDG 1220 (3) and INDG 1240 (3) or INDG 1200 (6)
- 6 credit hours from any Sociology, Political Studies, Economics, Labour Studies, or Global Political Economy courses
- 9-12** credit hours of non-social work electives

**applicants who have completed PSYC 1200 will only require 9 credit hours of non- social work elective courses.

Note: Students are encouraged to take courses designated by the Faculty of Arts (https://catalog.umanitoba.ca/undergraduate-studies/arts/#facultyacademicregulationstext) as Social Science, Humanities, and Indigenous (SS/H/I) courses for their Non-Social Work Electives.

The Written English and mathematics requirements are recommended to be completed as part of University 1. If these requirements are not met in University 1 (i.e. the first 30 credit hours), they must be completed within the first 60 credit hours of the programs. Refer to the General Academic Regulations (https://catalog.umanitoba.ca/undergraduate-studies/general-academic-regulations/#Residence-Written-English) for a complete list of all courses which satisfy the university Written English and Mathematics requirement. Minimum GPA for consideration for all applicants (including Educational Equity applicants): 2.5

A Criminal Record Statement and a Child Abuse Registry (CAR) check (for a record of those registered as an offender) must be completed following selection.

Concentrated Program

All applicants wishing to complete the program in two years of full-time study must have completed a minimum of 48 credit hours of university study (which are acceptable to the University of Manitoba) prior to admission to the BSW program. Applicants wishing to complete the degree through the two-year concentrated program must have an Adjusted Grade Point Average of 3.00 from previous university study. In the event that three credit hours in each of Written English and Mathematics have not been completed as part of the 48 credit hours of previous university study, they must be completed within the first year of the two-year BSW program.

The deadline for submission of applications is March 1st (for the September start date).

The Selection Process

The selection process is designed to accomplish three objectives: to treat applicants fairly and equitably, to provide the diversity of practitioners

required by the profession, and to provide for an efficient admissions process. The Faculty selects applicants to the BSW program at the Fort Garry campus through two categories as described below.

Academic Achievement Category: 60% of all available positions are awarded on the basis of the highest Adjusted Grade Point Average.

Educational Equity Initiative: 40% of all available positions are allocated to those eligible for inclusion in one or more of the Educational Equity Priority Groups and awarded on the basis of the highest Adjusted Grade Point Average.

The purpose of the Educational Equity initiative is to achieve equality in professional education so that no person shall be denied educational opportunities or benefits for reasons unrelated to ability. In the fulfilment of this goal, the aim is to correct the conditions of disadvantage in professional education experienced by Canadian Indigenous peoples, persons with disabilities, 2SLGBTQIA+, immigrants and refugees to Canada, and persons who are, because of their race or colour, a visible minority in Canada. Giving effect to the principle of educational equity means more than treating persons in the same way; it also requires special measures and the accommodation of difference. Details of the Educational Equity initiative are provided in the application information bulletin.

Students in the BSW program at the Fort Garry campus must successfully meet the graduation criteria set for all BSW students in the Faculty of Social Work.

Admission to the Inner City Social Work Site

The Bachelor of Social Work Inner City Social Work ACCESS site at the William Norrie Centre is an inner city extension of the Faculty of Social Work. Students admitted to the BSW Program at the Inner City Social Work site are accepted directly into a four-year BSW program and do not require prior university study.

The objective of this program is to enhance the accessibility of the BSW program by preparing as social workers those mature students who have had inner city or similar social service experience, but who lack the normal university entrance requirements. Special academic and social support is provided to students admitted to the program. Staff assists candidates in arranging funding resources.

All students complete a total of 123 credit hours of university study. Full-time or part-time study is offered.

Admission to the Inner City Social Work site is limited.

Full-time ACCESS Eligibility Criteria:

- Applicants are at least 21 years old at the application deadline
- Applicants fall below the low income cut off bracket (LICO)
- Applicants are a resident of the City of Winnipeg
- Applicants have 27 credit hours or less of university level course work
- Applicants demonstrate suitability for the social work profession based on the assessment of an autobiography, references, a face-to-face interview and interactive in-service that indicate:
    - Inner city experience
    - Volunteer or lived experience
    - Community involvement
    - Suitability for the social work profession
- Preferences will be given to: Indigenous Peoples (First Nations, Status, Non- Status, Inuit, Métis), persons with accessibility needs, 2SLGBTQIA+ persons, immigrants and refugees to Canada, and persons who because of their race or colour, are a racialized minority in Canada.
- Applicants participate in a writing/reading comprehension test, interviews and 2 in-service days. The reading component includes reading a social work text for comprehension while the writing component includes writing on a selected social work topic. (Please see assessment rubric in Appendix 1). All applicants need to pass this writing/reading comprehension test. The result of this test cannot be replaced by the result of any language tests to fulfil the English Language Proficiency Requirements for decision-making of admission acceptance of an applicant.

Additional Required Admission Documents:
Applicants to the Bachelor of Social Work Inner City ACCESS site - Full-time program, must also submit:

- An autobiography of no more than 750 words that focuses on lived experience that has led them to seek professional social work education
- Official post-secondary education transcripts
- Two letters of reference from employment and/or volunteer experiences
- An additional reference letter from a current supervisor, if applying to the part- time program
- Proof of age and Winnipeg residency (example: a photocopy of driver's license or Manitoba Health Card.)

Prior to submitting an application, it is expected strongly recommended that all applicants would attend a face-to-face information session where a more comprehensive explanation of the application and selection process is outlined. Eligible applicants can pick up an application package onsite.

The deadline date for submitting applications is March 1.

Part-time ACCESS Eligibility Criteria:

- Applicants are at least 21 years old at the time of application
- Applicants are a resident of the City of Winnipeg
- Applicants have 27 credit hours or less of university level course work
- Applicants are employed by a social service agency in Winnipeg, or by an Indigenous child welfare agency
- Applicants have a minimum of 2 years Canadian employment in a social services field, or 3 years of extensive volunteer work with 1 year relevant Canadian employment
- Applicants demonstrate suitability for the social work profession based on the assessment of an autobiography of no more than 750

words that focuses on lived experience that has led them to seek professional social work education as well as references.

  - Inner city experience
  - Volunteer or lived experience
  - Suitability for the social work profession
  - Community involvement

- Preferences will be given to: Indigenous Peoples (First Nations, Status, Non- Status, Inuit, Métis), persons with accessibility needs, 2SLGBTQIA+ persons, immigrants and refugees to Canada, and persons who because of their race or colour, are a racialized minority in Canada.
- Applicants participate in a writing/reading comprehension test and interviews. (Please see assessment rubric in Appendix 1). The reading component includes reading a social work text for comprehension while writing component includes writing on a selected social work topic. All applicants need to pass this writing/reading comprehension test. The result of this test cannot be replaced by the result of any language tests to fulfil the English Language Proficiency Requirements for decision-making of admission acceptance of an applicant.

Additional Required Admission Documents:
Applicants to the Bachelor of Social Work Inner City ACCESS site - Part-time program, must also submit:

- An autobiography of no more than 750 words that focuses on lived experience that has led them to seek professional social work education
- Official post-secondary education transcripts
- Two letters of reference from employment and/or volunteer experiences
- An additional reference letter from the applicant's current supervisor
- Proof of age and Winnipeg residency (example: a photocopy of driver's license or Manitoba Health Card).

Prior to submitting an application, it is expected strongly recommended that all applicants would attend a face-to-face information session where a more comprehensive explanation of the application and selection process is outlined. Eligible applicants can pick up an application package onsite.

The deadline date for submitting applications is February 1.

The following will be added to the Applicant Information Bulletins for Admission: English Language Proficiency Requirements.

All applicants whose primary language is not English and do not qualify for a waiver under the University of Manitoba's English language proficiency regulations will be required to demonstrate proficiency in English through one of the options listed at the University of Manitoba Admissions web site.

See the link below to view information regarding specific English Language Proficiency Requirements and English Language Proficiency Waiver information: http://umanitoba.ca/admissions/undergraduate/requirements/english-language-proficiency (http://umanitoba.ca/admissions/undergraduate/requirements/english-language-proficiency/)

Results for most language tests, including TOEFL, IELTS and CanTEST, expire two years from the test date. Test scores must be valid at the start of classes. Please confirm the validity of your test results.

As per the University's policy, all students are required to complete, within the first 60 credit hours of their programs, a minimum of one three credit hour course with significant content in Written English, and a minimum of one three credit hour course with significant content in Mathematics. Please refer to the Academic Calendar's General Academic Regulations (https://catalog.umanitoba.ca/undergraduate-studies/general-academic-regulations/#Residence-Written-English) for a complete list of all courses which satisfy the university Written English and Mathematics requirement.

Students at the Inner City Social Work site must successfully meet the graduation criteria set for all BSW students in the Faculty of Social Work.

For further information, contact:
Inner City Social Work Program
485 Selkirk Avenue
Winnipeg, Manitoba, R2W 2M6
Telephone: (204) 668-8160

Admission to the Northern Social Work Site

The Bachelor of Social Work Northern Social Work site, based in Thompson Manitoba, is an extension of the Fort Garry Faculty of Social Work.

Students can be admitted either into a four-year Bachelor of Social Work Northern ACCESS program and do not require prior university study OR into the Bachelor of Social Work Northern three-year BSW program if they have met the following admission criteria.

- Successful completion of 30 credit hours of university level coursework at the 1000 level or higher with minimum grades of 'C' including:
  - WOMN 1600 (3)
  - FMLY 1010 (3) or PSYC 1200 (6) **
  - INDG 1220(3) and INDG 1240 (3) or INDG 1200 (6)
  - 6 credit hours from any Sociology, Political Studies, Economics, Labour Studies, or Global Political Economy courses
  - 9-12** credit hours of non-social work electives

All students complete a total of 123 credit hours of university study. Full-time or part-time study is offered.

Admission to the three-year Bachelor of Social Work Northern site is limited. Applicants must meet specified northern residency requirements. The deadline date for submitting applications is March 1 (classes begin in September).

The objective of the Bachelor of Social Work Northern ACCESS is to enhance the accessibility of the BSW program by preparing mature students who, without the support of the program, would be unable to successfully complete a university degree due to lack of financial resources, lack of academic qualifications and remote northern location. Special academic and personal support is provided to students admitted to the program, as well as some assistance in arranging funding resources.

Admission to the Bachelor of Social Work Northern ACCESS site is limited.

Full-time/Part-time ACCESS Eligibility Criteria:

- Applicants are at least 21 years old by the application deadline
- Applicants may or may not have a High School diploma
- Applicants are a resident of Northern Manitoba (North of the 53rd parallel)
- Applicants have 27 credit hours or less of university level course work.
- Applicants demonstrate suitability for the social work profession based on the assessment of an autobiography and a face to face interview that indicates:
  - Northern experience
  - Interest in the profession
  - Volunteer or lived experience related to the practice of social work.
  - Being active in the community
- Participate in a reading and writing comprehension test. (This assessment consists of vocabulary and reading comprehension sections of CAAT-C through the Assessment Centre at the YWCA).

Additional Required Admission Documents:
Applicants to the Bachelor of Social Work Northern ACCESS site, must also:

- Complete an autobiography of no more than 750 words outlining their Northern experience, interest in the profession, volunteer or lived experience as it relates to the practice of social work and their engagement with the community.
- Attend a scheduled interview
- Provide official school transcripts (including university, high school, Adult Basic Ed., G.E.D.)
- Provide two letters of reference (One from a place of paid or voluntary work, or a current supervisor and the other from a person outside immediate family)
- Provide proof of age and residency in Northern Manitoba (example: a photocopy of driver's license or Manitoba Health Card).

Preference will be given to: Indigenous Peoples (First Nations, Status, Non-Status, Inuit, Métis), persons with low income*, persons with accessibility needs, 2SLGBTQIA+ persons, immigrants and refugees to Canada, and persons who because of their race or colour, are a racialized minority in Canada.

The deadline date for submitting applications is March 1.

*The Northern admission policy prefers a self-declared way for access applicants to declare the category of low income because none of the existing standard federal government poverty measuring tools can accurately capture the realties in Northern Manitoba. Measures like Low Income Measure, which is based on 50% of adjusted median income would not capture the poverty realities due to the large discrepancy between the high-earning and low-earning groups. Another popular measure LICO that is used by Inner City Social Work Program failed to create a Northern Manitoba profile. Similarly, the Market Basket Measure data does not capture the North.

As per the University's policy, all students are required to complete, within the first 60 credit hours of their programs, a minimum of one three credit hour course with significant content in written English, and a minimum of one three credit hour course with significant content in Mathematics. Please refer to the Academic Calendar's General Academic Regulations for a complete list of all courses which satisfy the University written English and Mathematics requirement. Students at the Northern Social Work program site must successfully meet the graduation criteria set for all BSW students in the Faculty of Social Work.

For further information, contact:
Faculty of Social Work at Thompson
3 Station Road
Thompson, Manitoba, R8N 0N3
Telephone: (204) 677-1450

Admission to the Distance Delivery Social Work Site

The Faculty of Social Work is committed to the accessibility of social work education.

The Faculty has extended the concept of accessibility to include geographical accessibility through the delivery of the BSW based on two approaches:

1. to individuals by means of an online study program and
2. to community-based groups using the cohort method.

The Distance Delivery B.S.W. site is intended to encourage individuals who are employed in the social services and living outside of Winnipeg, but who may not have had the opportunity to pursue professional social work education.

All students complete a total of 123 credit hours of university study. Full time or part-time study is offered.

Delivery methods for the online study component of the program include a combination of web conferences and online courses. Access to a computer, high-speed internet and a headset with a microphone is required.

All course examinations are scheduled and arranged by the university's Registrar's Office to take place in the student's community. Delivery of the program to the community-based cohorts utilizes face-to-face delivery with the option of a combination of face-to-face, web conferences, and online study.

Applicants to the Bachelor of Social Work Distance Delivery site must meet all three of the following requirements to be admitted into the program:

- Residency outside of the City of Winnipeg; and
- 1 year (1750 hours) of work experience, within the last 5 years, in the social services field; and
- Successful completion of 30 credit hours of university level coursework at the 1000 level or higher with minimum grades of 'C' including:

- WOMN 1600 (3)
- FMLY 1010 (3) or PSYC 1200 (6)**
- INDG 1220(3) and INDG 1240 (3) or INDG 1200 (6)

- 6 credit hours from any Sociology, Political Studies, Economics, Labour Studies, or Global Political Economy courses
- 9-12** credit hours of non-social work electives
- with a minimum GPA of 2.5 for consideration of all applicants, including Educational Equity applicants.

**applicants who have completed PSYC 1200 will only require 9 credit hours of non- social work elective courses.

Note: Students are encouraged to take courses designated by the Faculty of Arts (https://catalog.umanitoba.ca/undergraduate-studies/arts/#facultyacademicregulationstext) as Social Science, Humanities and Indigenous (SS/H/I) courses for their Non-Social Work Electives.

Complete and detailed admissions information is available on our website or by calling the Faculty of Social Work Distance Delivery site General Office at 204-474-7912.

The deadline for submission of applications is March 1st (for the September start date).

Within the first 60 credit hours of their programs, all students are required to complete a minimum of one 3 credit hour course with significant content in Written English, and a minimum of one 3 credit hour course with significant content in Mathematics. Please refer to the Academic Calendar's General Academic Regulations for a complete list of all courses, which satisfy the University Written English and Mathematics requirement.

Students in the Distance Delivery B.S.W. site must successfully meet the graduation criteria set for all BSW students in the Faculty of Social Work.

Special Student Admission & Students Enrolled in other Faculties/Schools

Special Student Admission

A Special Student in Social Work is one who wishes to take undergraduate Social Work courses with no intentions of proceeding to a B.S.W. degree at the present time. In addition, the student is not currently registered at any other university. Students seeking admission as Special Students may request information from the Faculty of Social Work, 521 Tier Building; telephone (204) 474 7050. Criteria for admission are:

- Successful completion of a minimum of 30 credit hours of university level courses which are acceptable to the University of Manitoba; and
- Adjusted Grade Point Average of 2.5 (C+).

Students are reminded they must apply online and submit an official transcript (one bearing the university seal) along with the application form available on the University of Manitoba website. An application fee applies. Once admitted as a Special Student, students will:

- Be limited to completion of fifteen credit hours of required social work courses.
- Be prohibited from registering for courses until August (refer to Aurora Student for specific dates).

Students Enrolled in other Faculties/Colleges/Schools

Students currently enrolled in other faculties, colleges or schools at the University of Manitoba may register for Social Work courses provided they have completed a minimum of 30 credit hours of university study and achieved a minimum Cumulative Grade Point Average of 2.5. These students will also be limited to completion of fifteen credit hours of social work courses.

Courses available to Special Students and students enrolled in other faculties, colleges and schools at the University of Manitoba:

Required Social Work Courses

Course	Title	Hours
SWRK 1200	Introduction to Canadian Social Welfare	3
SWRK 1220	Social Justice, Diversity and Human Rights	3
SWRK 1230	Community Health and Well-Being: Imagination for Social Work Practice	3
SWRK 1240	Social Work and Professional Identity	3
SWRK 2030	Communication and Relational Skills in Social Work	3
SWRK 2040	Social Welfare Policy: Analysis and Advocacy [1]	3

Elective Social Work Courses [1]

Course	Title	Hours
SWRK 4252	Violence in Families: Direct Practice Interventions in Primary Helping Systems	3
SWRK 4254	Substance Use, Mental Health, and Social Work	3
SWRK 4256	Trauma-Focused Social Work Practice: Legacies, Development, Post-Traumatic Growth	3
SWRK 4258	Loss, Grief, Bereavement and Social Work	3
SWRK 4262	Homelessness and the Housing Continuum: Ethics of Caring and Community Development	3
SWRK 4264	Critical and Emergent Practices of Child Welfare	3
SWRK 4266	Introduction to Social Work Practice with Groups	3
SWRK 4268	Creativity and Arts-Based Methods for Social Work Practice	3
SWRK 4272	Mindfulness and Contemporary Contemplative Practices in Social Work: Cultivating Practice	3
SWRK 4274	Wholistic Indigenous Land-Based Practices for Social and Environmental Justice	3
SWRK 4276	Community Building: Social Work Skills for Outreach, Networking and Connecting	3
SWRK 4278	Building Knowledge in Social Work: Research Methodologies and Practices	3
SWRK 4280	Social Work Practice with Mandated/Justice-Involved Populations	3
SWRK 4282	Social Work Practice with Older Adults	3
SWRK 4284	Disability and Accessibility - Rights, Policies, and Communities	3
SWRK 4286	Mino Shkaabis with First Nations, Metis, Inuit Children, Youth and Families: Critical Analysis	3
SWRK 4288	Mino Pimatisiwin in Northern Rural and Isolated Communities Focusing on Treaties 5 and 10	3
SWRK 4290	Inner City Social Work Practice	3
SWRK 4292	Violence in Families: The Practice of Policy Development	3
SWRK 4294	International Social Work and Global Migration	3
SWRK 4296	Diversity in Aging: Theory and Policy	3
SWRK 4298	Poverty and Inequality: Policy and Social Work Practice	3

SWRK 4310	Disaster, Risk Reduction and Resiliency: International Social Work Perspectives	3

[1] Special and non-Social Work students are required to abide by the same pre-/corequisite policy that applies to B.S.W. Students with the exception of SWRK 2040 and the Social Work Elective courses, which require Special and non-Social Work students to have completed 54 Credit Hours as well as permission from the instructor to register.

Faculty Academic Regulations

Limited Access will not affect registration for the current Academic Year, which includes Fall, Winter, and Summer terms. See University Policy and Procedures – Repeat Course Policy – Section 2.5 (a) Limited Access **(**https://catalog.umanitoba.ca/undergraduate-studies/policies-procedures/repeated-course-policy/**).**

The provisions of the General Academic Regulations (https://catalog.umanitoba.ca/undergraduate-studies/general-academic-regulations/), and the University Policies and Procedures (https://catalog.umanitoba.ca/undergraduate-studies/policies-procedures/), apply to all students. In addition, the Faculty of Social Work has regulations and requirements, published below, that apply specifically to its students.

All students are asked to note that some academic policies and regulations are under review and are subject to change.

Prerequisite and Co-requisite Policy

The faculty has established a set of pre-/co-requisite requirements to assist students in planning their program of study. All students must abide by the pre- and corequisite requirements for all courses. Any exceptions to the pre- and corequisite policy MUST be approved by the Committee on Academic Standings prior to course registration.

If a student successfully completes a course for which a pre/co-requisite requirement has not been satisfied, this course will not be considered applicable to their BSW program until that pre/co-requisite requirement is satisfied.

Residence Requirements for a Degree Program

The general university residence requirement applies to the Faculty of Social Work.

Scholastic Progress

Except in circumstances covered in the official regulations referred to below, clear standing in the faculty requires the Degree Grade Point Average of 2.5 (C+) at the end of each term. A minimum grade of 2.0 (C) is required for all Social Work courses. The passing grades for electives taken in other faculties, colleges or schools are those required by the faculties, colleges or schools concerned. Complete statements of the regulations governing scholastic progress in the Faculty of Social Work are published in the BSW Student Handbook. Students wishing to do so may consult the policy governing scholastic progress as written in the BSW Student Handbook with the Chair of the Committee on Academic Standings, or the Dean. In the event of any question or dispute, this set of regulations shall be considered the official version. Directors of off-campus programs and the Student Services and Admissions/ Advising Office at Fort Garry Campus will advise students on issues concerning scholastic progress.

1. The Scholastic Progress document listed in the BSW Student Handbook is intended to be a supplement to the University of Manitoba Undergraduate Academic Calendar. Should discrepancies exist between the information presented in the BSW Student Handbook and the Undergraduate Calendar, the latter shall prevail.
2. Decisions about a student's scholastic progress or required withdrawal on academic grounds are made by the Committee on Academic Standings of the Faculty of Social Work acting on behalf of the Faculty Council. These decisions are made after a student has completed 48 to 60 credit hours of coursework as a Faculty of Social Work student. For students that transfer in 51 to 60 credit hours, decisions will be made upon the completion of the initial 15 credit hours as a Faculty of Social Work student.
3. A student's degree grade point average (DGPA) will be calculated and recorded after each academic term in which the student registers.
4. Clear academic standing is required to continue in the Faculty of Social Work. Clear academic standing is attained by meeting all of the following requirements:
   a. A minimum grade of "C" (2.0) in all social work courses and a minimum grade of “D” in non-social work elective courses.
   b. A minimum average of "C+" in all courses taken prior to each review (DGPA a minimum of 2.5).
5. Permission of the Committee on Academic Standings is required to alter any pre-requisite or co-requisite requirements, for exceptional circumstances. Violation of pre/co-requisite policy will result in withdrawing a student from the course to which pre/co-requisite has not been completed.
6. A student who has not attained clear academic standing as defined by Section 4 above will have their academic status reviewed by the Committee on Academic Standings:
   a. A student who passes all courses, but whose DGPA is less than 2.5 minimum may be permitted to proceed on probation for one academic period (as determined by Committee on Academic Standings) unless the DGPA is less than 2.0. To clear probation, a student must raise their DGPA to 2.5 by the end of the probationary period. A student may not be permitted to proceed in the concentrated program if they are on probationary status.
   b. A student who passes all courses, but whose DGPA is less than 2.0 may be required to withdraw from the Faculty of Social Work. The Committee on Academic Standings will take into consideration:
      i. Performance in pass/fail courses;
      ii. Use of academic and personal supports in the program; and
      iii. Life circumstances affecting academic performance.
      iv. Students in ACCESS programs (ICSWP and Northern BSW program) and cohorts.
   c. A student who fails a non-social work course is subject to the regulations for supplemental privileges of the department concerned. Students should note, nonetheless, that all non-social work elective requirements must be completed.
   d. A student who fails to meet the required standard (as per Field Evaluation Form) in Field Instruction may be allowed an extension/addendum, or may be required to repeat, or may be required to withdraw.
   e. Unless approved by the Committee on Academic Standings, a student shall not be permitted to alter the co-requisite requirement for Field Instruction and Practices. Appeals notwithstanding, a student must have obtained a clear standing in Field Instruction 1 and 1.5 credit hours of Integrative Practice Seminar for Field Instruction 1 (SWRK 3220), (including DGPA of 2.5 minimum or permission of the Committee on Academic

Standings in order to proceed to Field Instruction 2 (SWRK 4350) and an additional 1.5 credit hours of Integrative Practice Seminar for Field Instruction 2 (SWRK 4240).

f. No social work course where a final grade is achieved may be repeated more than once.

g. A student with a failing grade in more than two courses shall be required to withdraw from the Faculty of Social Work.

h. All students must complete within the first 60 credit hours, three credit hours in written English and three credit hours in Mathematics as part of the BSW degree requirements. Students who have not completed their Mathematics or Written English Requirements within the first 60 credit hours will be placed on hold and be required to speak to their Academic Advisor.

i. Unless approved by the Committee on Academic Standings, a student shall not be permitted to repeat a required or elective course or substitute an elective course for another. Delivery sites are authorized to approve requests for permission to repeat/replace social work courses and non-social work electives, in cases where students are in good academic standing and within the first 30 credit hours of the program.

   In making a decision, the Committee on Academic Standings will take into account the overall academic performance of the student, recommendations of the student's instructors, and any particular circumstances of the student's situation which it deems to be relevant.

7. Subject to the provisions of # 6 above, failure to attain clear academic standing, or to clear probationary status, are grounds upon which a student shall be required to withdraw from the Faculty of Social Work. When a student is to be considered for a requirement to withdraw subject to the provisions of # 6, the student shall be notified by mail of the date, time and place for the Committee on Academic Standings review meeting. The student shall receive a minimum of ten (10) working days' notice of the meeting date. They may present oral and/or written submissions at such a meeting and may bring an advocate to speak on their behalf. The Chair of the Committee on Academic Standings shall be notified prior to the meeting if the student intends to appear before the Committee.
8. Students must complete all their social work courses and non-social work electives within nine (9) years. Requests for extensions to go beyond the nine-year limit must be submitted to the Committee on Academic Standings for their assessment and possible approval prior to the time limit expiry date. The maximum time limit for an extension is two years. The Committee shall also determine which, if any, courses previously completed shall need to be repeated or replaced.
9. Along with provisions in # 8 above, Social Work subject courses in the BSW program are valid for 9 years counting from when the student completed the course, including courses taken prior to admission. If a Social Work course expires while the student is still in the Faculty of Social Work, they will be required to repeat the course to fulfil the BSW degree requirements.
10. Students in clear academic standing who plan to re-register should ordinarily indicate their intention to do so by the deadline for applications for admission prior to the session in which they intend to register.
    a. Students in clear academic standing who withdraw from the BSW Program for less than two calendar years and are within their nine-year limit may re-register by applying to the Program Site (Fort Garry, Inner City, Northern or Distance Delivery) of the Faculty of Social Work.
    b. Students in clear academic standing seeking to continue their BSW Program after a two calendar year, or more, absence, but within their nine-year limit and who have not registered with another faculty or institute during their absence, must submit a written request to the Committee on Academic Standings for re-entry. Required non-Social Work elective courses (ie. FMLY 1010/PSYC 1200; INDG 1200/INDG 1220 & INDG 1240; WOMN 1600) are valid for 10 years counting from when the student completed the course.
    c. Students wishing to re-enter the Faculty who have exceeded their nine-year limit, or who have registered in another faculty or institute during their absence must re-apply for admission to the Faculty through normal application procedures.
11. Students may ask the Committee on Academic Standings for reconsideration of any Standings decision, except the requirement to withdraw on academic grounds. Reconsideration requests should normally be received in writing by the Chair of the Committee of Academic Standings within ten working days of notification of a decision. Students who request a reconsideration shall be informed of the date, time and place of a reconsideration meeting. They may present oral and/or written submissions at such a meeting, and bring an advocate to speak on their behalf. All decisions of the Committee may be appealed to the Senate Committee on Appeals.
12. Notwithstanding the above regulations, students are reminded that the Senate has granted to the Councils of each professional Faculty the right to require any student to withdraw from the program for which they are enrolled. A full statement of the conditions governing this right is found in the following section on Requirement to Withdraw Criteria and Procedures.
13. A student who has been required to withdraw on academic grounds and who wishes to re-enter the Faculty must request reinstatement from the Committee on Academic Standings. The following will apply in such cases:
    - The applicant will be expected to demonstrate that they will now be able to meet the academic requirements of the program.
    - No application for reinstatement will be considered before a minimum period of 2 years has elapsed from the effective date of the required withdrawal to the effective date of the requested reinstatement.
    - If the student is reinstated after the time limit for program completion has expired, the Committee shall determine which, if any, courses previously completed shall be repeated or replaced.
14. Students wishing to re-enter the Faculty who have registered in another faculty or institute during their absence must re-apply for admission to the Faculty through normal application procedures. A student required to withdraw as a result of proceedings under the provisions of the Professional Unsuitability By-Law, or the Student Discipline By-Law (https://catalog.umanitoba.ca/undergraduate-studies/policies-procedures/student-discipline-bylaw/), will not normally be reinstated to the Faculty. Exceptional requests may be directed to the Dean of the Faculty.
15. Students wishing to re-enter the Faculty after the time limit for program completion has expired and have 9 credit hours or fewer remaining in their program can seek approval by the Committee and may be granted an extra year to complete the program. Students who have more than 9 credit hours remaining to complete their program and have reached their time limit for the program must re-apply for admission to the Faculty through the normal application

procedures. This policy will be in place up until the start of Fall 2028 term. **Applications must be approved by the Academic Standings Committee no later than the June 2028 meeting.**

16. As per the co-requisite policy of the Faculty, when a student withdraws from a Field Instruction course (SWRK 3240, SWRK 4350) the Faculty will automatically withdraw the student from the co-requisite course (Integrative Practice Seminar for Field Instruction – SWRK 3220, SWRK 4240). Additionally, when a student withdraws from a Integrative Practice Seminar for Field Instruction course (SWRK 3220, SWRK 4240), the Faculty will automatically withdraw the student from the co-requisite course (Field Instruction - SWRK 3240, SWRK 4350).
17. The Faculty's policy concerning voluntary withdrawal from courses is identical to that found in the general regulations for the University, with the exception of co-requisite courses. Students are allowed one voluntary withdrawal from SWRK 3240 and one voluntary withdrawal from SWRK 4350.
18. BSW students who are enrolled in the Fort Garry campus, Inner City Social Work Program and Northern Social Work Program may take up to 6 credit hours of online Social Work courses by Distance Delivery. A student requesting to take more than 6 credit hours of distance delivery courses will require approval of the Associate Dean Undergraduate.
19. As a requirement by the Social Work accreditation standards provided by the Canadian Association of Social Work Education (CASWE), a minimum of 40% of BSW degree requirements must be non-social work courses. A minimum of 48 credit hours of non-social work courses must make up the elective requirement of the BSW degree in order to graduate from the program.

Professional Unsuitability Bylaw

The Senate has approved a bylaw granting authority to the faculty to require a student to withdraw for reasons of professional unsuitability (see University Policy and Procedures- Student Discipline Bylaw (https://catalog.umanitoba.ca/undergraduate-studies/policies-procedures/student-discipline-bylaw/)). The bylaw is published in the BSW Student Handbook. Students are reminded of their obligation to be familiar with all regulations governing their continued progress in the program.

Dean's Honour List

BSW student eligibility for the Dean's Honour List is considered on a term by term basis. To qualify for the Dean's Honour List a student must:

- Have completed a minimum of 9 credit hours in the term under consideration, of which a minimum of 6 credit hours must be with a standard grade.
  and
- Have achieved a minimum Term GPA of 3.6

Pass/Fail courses are included in the credit hour count.

Appeal of Grades

The general university policy for appeal of assigned grades applies to the Faculty of Social Work.

Final Examinations & Final Grades Policy (https://catalog.umanitoba.ca/undergraduate-studies/policies-procedures/final-examinations-grades-policy/)

The Faculty Council has established the Academic Standing Appeals Committee to deal with these matters.

Distance Courses Open to Fort Garry, Inner City and Northern Social Work Students

Fort Garry, Inner City, and Northern BSW students admitted in Fall 2023 and forward may obtain up to a maximum of 6 credit hours of social work courses by Distance Delivery. A student requesting to take more than 6 credit hours requires the approval of the Associate Dean (Undergraduate). Students admitted prior to Fall 2023 will have the 6 credit hour limit waived for the following Distance Delivery courses: SWRK 2090, SWRK 2110, SWRK 4200, SWRK 4210, SWRK 4220, and SWRK 4300. Students admitted prior to Fall 2023 can take these Distance Delivery courses if the courses they wish to complete is not being offered at the site to which they belong. The waiving of the 6 credit hour limit for students admitted prior to Fall 2023 will be in effect until Fall 2028.

Courses Open to Challenge for Credit

The Faculty of Social Work accommodates those students who are qualified and who can demonstrate acceptable knowledge and skill, by allowing them to challenge certain Social Work courses. They are:

Course	Title	Hours
SWRK 1200	Introduction to Canadian Social Welfare	3
SWRK 2030	Communication and Relational Skills in Social Work	3
SWRK 3100	Systematic Inquiry in Social Work	3

PROCEDURES

1. A student must consult with an instructor teaching the course to determine course content and general expectations of a challenge for credit. In this regard, the instructor shall provide the student with a course outline, and the date, time, and place for the Challenge Credit Examination. Where an examination is not the basis for any or part of the evaluation, the instructor shall provide the student in writing with the required assignment(s), due date(s) and weighting of each assignment where applicable.
2. If a student is confident in proceeding with the Challenge for Credit, the student will notify the instructor and their Academic Advisor who will complete the registration for the student. Registration deadlines and examination periods are listed in the Academic Schedule of the current University of Manitoba General Calendar. An instructor may not refuse a student Challenge for Credit. Students wishing to challenge shall be required to register and pay the specified fees no less than 45 days prior to the period of examination. The time limit may be waived for incoming students with the consent of the faculty.
3. The minimum passing grade for a challenge for credit is C (2.0), in the case of PASS/FAIL courses, a "PASS".
4. Once the examination or assessment has been administered, the result will be entered on the student's academic record as a final grade. The student may not choose whether or not the result will be recorded. A failure in a Challenge for Credit examination will be reported to the Committee of Academic Standing who shall determine appropriate action.

Information on the procedures and limitations for a challenge is available in the B.S.W. Student Handbook. The dates at which courses may be challenged are given the academic schedule of Undergraduate Calendar.

Credit for Social Work Courses Taken at Other Universities

The Faculty of Social Work supports the principle of granting credit for social work courses taken within the last nine years in accredited programs leading to professional social work qualification. Equivalency shall not be granted for SWRK 3240 or SWRK 4350.

The Faculty of Social Work will not entertain requests for consideration for the SWRK 3220 or SWRK 3240 for equivalency transfer for the SWRK 3220 or SWRK 3240 which is a co-requisite to SWRK 3240 and/or SWRK 4350. For more information on granting credits for social work courses please refer to the B.S.W. Student Handbook for more details.

Program and Graduation Requirements

General Information

When planning your workload, allow approximately two hours of study/reading time for each hour of class time. It is also advisable to schedule a time to use the library. The faculty will offer as many evening courses as possible each year; however, some courses may only be available during the daytime.

Field Instruction

Field instruction provides students with an opportunity to engage, as beginning practitioners, in the processes of social work assessment, planning, intervention, evaluation and integration of theory from classroom course work to placement setting. Students complete their field placement requirements in a variety of programs and agencies. Possible field placement sites may include school settings, government policy departments, correctional services, child and family services, immigrant and refugee services, and health care services and other settings.

Students must successfully complete the following pre-requisite course requirements and be in the appropriate year of their degree plan to be eligible to register for Field Instruction:

Course	Title	Hours
SWRK 1200	Introduction to Canadian Social Welfare	3
SWRK 1210	Mitakuye Oyasin (We are All Related)	3
SWRK 1220	Social Justice, Diversity and Human Rights	3
SWRK 1230	Community Health and Well-Being: Imagination for Social Work Practice	3
SWRK 1240	Social Work and Professional Identity	3
SWRK 1250	Human Behaviour, Family and Community Well-Being: Theory and Practice	3
SWRK 2010	Indigenization and Decolonization in Social Work	3
SWRK 2030	Communication and Relational Skills in Social Work	3

The annual deadline for Field Applications: February 1

Students wishing to divert from their degree plan should consult with their Academic Advisor and/or the Coordinator of Student Services and Admissions/Advising Office before February 1, of the Academic year they wish to pursue Field Instruction.

All B.S.W. students are required to complete two field placement requirements:

Course	Title	Hours
SWRK 3240	Field Instruction 1	6
Co-requisite course:		1.5
SWRK 3220	Integrative Practice Seminar for Field Instruction	
SWRK 4350	Field Instruction 2	6
Co-requisite course:		1.5
SWRK 4240	Integrative Practice Seminar for Field Instruction 2	

Co-requisite: A course that must be completed in the same term as a second course. This applies to SWRK 3240 and SWRK 3220 as well as SWRK 4350 and SWRK 4240. SWRK 3240, SWRK 3220, SWRK 4350 and SWRK 4240 are graded on a PASS/FAIL basis.

University-appointed, agency-based Field Instructors who have knowledge, skills, and expertise in social work practice provide Field Instruction.

Faculty Field Liaisons are also appointed and available to provide support to Students and Field Instructors throughout the academic session.

Students must demonstrate readiness for practice during the process of securing a placement.

The Field Coordinator is the Instructor of Record for SWRK 3240, SWRK 3220, SWRK 4350 and SWRK 4240.

Students seeking field placement in a health-related setting are expected to comply with the immunization policies of the designated Health Authority in their region or community area.

All students must meet all agency-specific requirements prior to commencing field placement, such as; Child Abuse Registry Checks, Vulnerable Sector Record Checks and Criminal Record Checks, or others as determined and specified by the respective field agency. Please note students will be responsible for any additional fees associated with the above requirements.

If concerns are raised regarding a student's behavior, judgment or practice, and/or if the student demonstrates difficulty in their attempts to attain confirmation of field resulting from their performance in the field interview process: the Field Coordinator and Associate Dean of Undergraduate Programs will determine what additional steps may be taken to resolve this matter, or may determine the student is unprepared for meeting the requirements of field placement at this time.

Students are expected to demonstrate initiative and participate actively in all aspects of field placement. If a student is unable to attend field placement due to illness or agency closure, they must make up the field hours for that particular day.

Students will fulfil 780 contact hours in two field courses (SWRK 3240 and SWRK 4350) with 6 credit hours respectively. This means each field placement will consist of 390 contact hours. Students will also be required to attend regularly scheduled Integrative Seminars (SWRK 3220 & SWRK 4240) during their field placement. Examples of how field and seminars may be scheduled can be found in the below.

Summer/Concentration/Accelerated

Example of contact hours for each Field Instruction course:
Week 1 - 30 hours
Week 2 - 26 hours
Week 3 - 30 hours
Week 4 - 26 hours
Week 5 - 30 hours
Week 6 - 26 hours
Week 7 - 30 hours
Week 8 - 26 hours
Week 9 - 30 hours
Week 10 - 26 hours
Week 11 - 30 hours
Week 12 - 26 hours
Week 13 - 30 hours

Week 14 - 24 hours

Example contact hours for each Integrative Practice Seminar:
Week 2 - 3 hours
Week 4 - 3 hours
Week 6 - 3 hours
Week 8 - 3 hours
Week 10 - 3 hours
Week 12 - 3 hours
Week 14 - 3 hours

Example of contact hours for each Field Instruction through Regular stream
Fall Session:
14 weeks - 195 hours
Winter Session:
14 weeks - 195 hours

Example of contact hours for each Integrative Practice Seminars through Regular stream::
September Seminar 1 - 3 hours
October Seminar 2 - 3 hours
November Seminar 3 - 3 hours
January Seminar 4 - 3 hours
February Seminar 5 - 3 hours
March Seminar 6 - 3 hours
April Seminar 7 - 3 hours

Students are permitted one voluntary withdrawal from the course SWRK 3240 and one voluntary withdrawal from the course SWRK 4350. If a student withdraws from SWRK 3240, they must withdraw from the co-requisite SWRK 3220 and if a student withdraws from SWRK 4350, they must withdraw from co-requisite SWRK 4240. A student with more than one voluntary withdrawal from SWRK 3240 or SWRK 4350 shall be required to withdraw from the Faculty.

If a student fails either SWRK 3240 course or SWRK 3220 course, they cannot take SWRK 4350 or SWRK 4240 until both SWRK 3240/SWRK 3220 requirements are met. Students need to complete both SWRK 3240 and SWRK 3220 to proceed to SWRK 4350 and SWRK 4240.

In Accelerated Field/Concentrated Field, if a student fails SWRK 3240 or SWRK 3220 in the Fall Term, they are required to withdraw from both SWRK 4350 **and** SWRK 4240 and will be placed into the regular BSW stream. Students interested in taking their placement at their place of employment should consult the B.S.W. Handbook for more details on the policy and procedure.

Prior Learning Assessment and Recognition (PLAR)

SWRK 3250

PLAR is an option available to any BSW student, regardless of program delivery method.

Any BSW student who has two or more years of Social Work employment experience in the past 5 years may choose to apply for eligibility to register for SWRK 3250 PLAR, in lieu of their first field placement requirement. For more information on how to apply or explore PLAR, please see the website (https://umanitoba.ca/social-work/).

The annual deadline to apply for PLAR: December 1

Students enrolled in PLAR are required to complete:

Course	Title	Hours
SWRK 3250	Prior Learning Assessment and Recognition (PLAR)	7.5

To connect with the Field Education Program Team specific to your program, please see the website (https://umanitoba.ca/faculties/social_work/programs/field_education/595.html).

Fort Garry Campus and Inner City Social Work Sites

Prior to applying for field placement, students are expected to participate in the *Everything you wanted to know about Field* workshop and *The Resumé and Interview Preparation* workshop offered at Fort Garry and Inner City programs prior to Field Information Day. Students are required to e-mail a completed Field Application form, along with an updated résumé, on or before Feb. 1 to the Field Program Assistant.

Please refer to the Field Education Program section of the website for more information.

Most Field Placement agencies will require that the student participate in an interview process and will indicate to the Field Coordinator acceptance for Field Placement.

Upon receipt of the student's completed Field Application Form, new users to the Intern Placement Tracking (IPT) program will receive a temporary password, user name and an IPT Student Manual. In IPT, students are required to identify up to eight agency preferences for placement, due on or before March 1st. Field placements will not be secured for students who do not submit their request, along with all required documentation, by the aforementioned deadline dates.

The Field Coordinator is responsible for securing a reasonable Field Placement. Please note, student placement in a field setting is **not guaranteed** based on completion of pre-requisite courses and/or submission of a Field Application Form. Please note: Fort Garry Campus and Inner City Social Work Site Students are not to contact field placement agencies or prospective Field Instructors directly.

The Field Coordinator or Field Program Assistant refers students eligible for field to an appropriate field placement agency for consideration of an interview. While efforts will be made to consider a student's field focus area of interest, there is no guarantee of a student being placed in one of their identified agency preferences. The final authority for field placement referral and confirmation rests with the Field Coordinator. Decisions may be based on the availability of agency openings as well as the educational needs of the student. Students who are offered a field placement will receive confirmation of the placement by e-mail.

All Fort Garry and Inner City students registered in the Fall/Winter term Field Instruction courses (SWRK 3240 and SWRK 4350) are required to attend field orientation on the first Tuesday of September. As attendance at field orientation is mandatory, regular classes are not scheduled on the first Tuesday in September.

Students requiring additional information may contact the Field Program Assistant at 204-474-6171 or the Field Coordinator at 204-474-8767.

Fort Garry Campus - Regular 3 year

Students registered in SWRK 3240 or SWRK 4350 attend field placement two days per week (15 hours) during Fall/Winter terms. Students require a minimum Degree Grade Point Average (D.G.P.A.) of 2.5 to be eligible for field.

Fort Garry Campus - Concentrated

Students attend field placement four days per week during Fall/Winter terms for a total of 780 hours, participating in one field placement only. Students contemplating switching to a concentrated field placement are required to have maintained a minimum Degree Grade Point Average (D.G.P.A.) of 3.0. Students should make themselves aware of eligibility requirements of the Concentrated Program and contact the Coordinator of Student Services and Admissions/Advising Office for confirmation of their eligibility no later than February 1.

Inner City Social Work Site

Students registered in SWRK 3240 or SWRK 3250 attend field placement two days per week (15 hours) during Fall/Winter terms. Students require a minimum Degree Grade Point Average (D.G.P.A.) of 2.5 to be eligible for field.

Inner City Social Work Site - Accelerated Field

Students who have completed 75 credit hours including required pre-requisites and have maintained a minimum Degree Grade Point Average (D.G.P.A.) of 3.0 are eligible to apply for the ICSWP Accelerated Field. Students attend field placement four days per week during Fall/Winter Terms for a total of 780 hours, participating in one field placement only. Inner City Social Work site students interested in pursuing Accelerated Field are encouraged to consult with their Academic Advisor to confirm eligibility and receive guidance on the procedure. Students wishing to do an Accelerated Field must submit a written request to the Director of Inner City Social Work site. If approved, written documentation from the Director can be attached to the student's Field Request Form, February 1.

Students eligible for the Inner City Social Work Accelerated Field undertake Field Instruction I (SWRK 3240) and Field Instruction 2 (SWRK 4350) at one field placement between September and April. Students approved to take Accelerated Field must also register for two co-requisite Integrative Practice Seminar for Field Instruction 1 & 2 (SWRK 3220 and SWRK 4240).

Fort Garry Campus and Inner City Social Work Site Summer Term SWRK 4350 (May-August)

Summer field placements are an opportunity for BSW students from Fort Garry Campus and Inner City Social Work to complete SWRK 4350 over a shorter period than the regular Fall/Winter academic session. It is an exception to the usual mode of field education at the BSW level. It is offered for the convenience of students and when resources permit it. Please note: SWRK 3240 is not offered in summer session.

Students require a minimum Degree Grade Point Average (D.G.P.A.) of 3.0 to be eligible to apply for Summer Field. Students in SWRK 4350 in the summer term must register for the co-requisite course SWRK 4240.

Students who have previously received a grade of **fail** in SWRK 4350 are not eligible to take SWRK 4350 in summer session. Students who have previously failed SWRK 4350 and have been given the opportunity to repeat it are not eligible to repeat SWRK 4350 in summer session.

Fort Garry Campus and Inner City Social Work Sites

Please refer to the BSW Handbook for more details pertaining to Field Instruction Taken at Place of Employment[1]

Northern Site

Students work closely with the Field Coordinator in preparing for and securing an appropriate field placement. Please note a student placement in a field setting is not guaranteed based on completion of pre-requisite courses.

3rd Year Students complete SWRK 3240

Students are required to complete 411 hours including 390 hours in field placement and 21 hours of integrated seminar. Students approved as eligible for field require a minimum Degree Grade Point Average (D.G.P.A.) of 2.5.

4th Year Students complete SWRK 4350

Students are required to complete 411 hours including 390 hours in field placement and 21 hours of integrated seminar. Students approved as eligible for field require a minimum Degree Grade Point Average (D.G.P.A.) of 2.5.

Students requiring additional information may contact the Field Coordinator at 204-677-1456.

Distance Delivery Site

The student is responsible for securing their own Field Placements and need to follow the guidelines for securing Field Placements as per the website:

Distance Delivery Field Education Program (https://umanitoba.ca/explore/programs-of-study/social-work-distance-delivery-bsw/)

Students applying for field placement for the:

- **Fall/Winter Term (September to April):**

  Students must attend a Field Preparation web conference offered throughout the months of September to January and submit a completed Field Application Form by February 1st. Students approved as eligible for field require a minimum Degree Grade Point Average (D.G.P.A.) of 2.5. Students will be required to complete a Field Preparation module outlining guidelines and procedures for applying and securing placements across Canada.

  Students registered in SWRK 3240 or SWRK 4350 in Fall/Winter terms (September to April – 28 weeks) attend field placement two days per week for a total of 390 hours. Students who are approved for Field must also register for the co-requisite Integrative Practice Seminar for Field Instruction 1 or 2 (SWRK 3220 or SWRK 4240) course.

- **Summer Term (May to August):**

  Students must attend a Field Preparation web conference offered throughout the months of September to January and must submit a completed Field Application Form by February 1. Students require a minimum Degree Grade Point Average (D.G.P.A.) of 3.0 to be eligible to apply and will be required to complete a Field Preparation module outing guidelines and procedures for applying and securing placements across Canada.

  Students registered in SWRK 3240 or SWRK 4350 in the Summer term (May to August -14 weeks) attend field placement four days per week for a total of 390 hours. Students who are approved for Field must also register for the co-requisite Integrative Practice Seminar for Field Instruction 1 or 2 (SWRK 3220 or SWRK 4240) course.

- **Accelerated Field Fall/Winter Term (September to April)**

  Field Instruction 1 (SWRK 3240**) and Field Instruction 2 (**SWRK 4350**)**

- Students who have completed 75 credit hours including required pre-requisites and have maintained a minimum Degree Grade Point Average (D.G.P.A.) of 3.0 are eligible to apply for Accelerated Field.

Students complete SWRK 3240 September – December followed by SWRK 4350 January – April. Students registered in Accelerated Field Instruction attend field placement four days per week for a total of 780 hours by end of term in April.

Students who are approved to take Accelerated Field must also register for two co-requisite Integrative Practice Seminar for Field Instruction 1 or 2 (SWRK 3220 and SWRK 4240) courses.

All students registered in Distance Delivery Field Instruction courses (SWRK 3240 and SWRK 4350) are required to complete several Field Instruction Modules and participate in a one-hour web conference prior to entering field placement. Completion of the Field Instruction Modules and attendance at Field Instruction Web Conference is mandatory.

Students requiring information may contact the Distance Delivery Field Assistant at 204-474-9537or the Distance Delivery Field Coordinator at 204-474-8316

Field placements will not be approved for students who do not submit the completed Field Application Form by the deadline date. Final approval for field placement rests with the Distance Delivery Field Coordinator. Decisions may be based on the availability of agency openings as well as the educational needs of students.

Requirements for Graduation

Eligibility for graduation is contingent upon:

- The successful completion of 75 credit hours of required Social Work courses; successful completion means attaining a minimum grade of “C” in all Social Work courses and a minimum Degree Grade Point Average (D.G.P.A.) of 2.50 (C+).
- As a requirement by the Social Work accreditation standards provided by the Canadian Association of Social Work Education (CASWE), a minimum of 40% of BSW degree requirements must be non-social work courses. A minimum of 48 credit hours of non-social work courses must make up the elective requirement of the BSW degree in order to graduate from the program.
- The successful completion of 48 credit hours of non-Social Work electives. Students are required to successfully complete three credit hours of written English and three credit hours of Mathematics within the first 60 credit hours of their programs. The passing grades for electives taken in other faculties, colleges or schools are those required by the faculties, colleges or schools concerned.
- Total credit hours required for a BSW are 123 (48 credit hours of non-Social Work electives + 75 credit hours of required Social Work courses)

Student Responsibilities

It is the student’s responsibility to be familiar with all the requirements of the BSW degree, to ensure compliance with degree program requirements, including prerequisite requirements, and to understand all relevant regulations, policies and practices. The final completion of degree requirements is the student’s responsibility.

Option in Aging

The Interfaculty Option in Aging is offered by the following faculties/colleges: Arts, Agriculture and Food Sciences, Medicine, Nursing, Kinesiology and Recreation Management, and Social Work. To complete the option, students will complete each of the following requirements:

Course	Title	Hours
Required Course - one of:		3
NURS 2610	Health and Physical Aspects of Aging	
KIN 2610	Health and Physical Aspects of Aging	
Required Course - one of:		3
SWRK 2650	The Social Aspects of Aging [1]	
FMLY 2650	The Social Aspects of Aging [1]	
One of:		6
SWRK 3240	Field Instruction 1 (placement in aging)	
SWRK 4350	Field Instruction 2 (placement in aging)	
Take one - with corresponding Field Instruction:		1.5
SWRK 3220	Integrative Practice Seminar for Field Instruction	
SWRK 4240	Integrative Practice Seminar for Field Instruction 2	
Required Course:		
SWRK 4282	Social Work Practice with Older Adults	
One of:		3
SWRK 4258	Loss, Grief, Bereavement and Social Work	
SWRK 4296	Diversity in Aging: Theory and Policy	
Total Hours		**19.5**

[1] These courses are offered on a rotational basis by participating units.

Students are encouraged to take courses from the participating units other than Social Work.

Upon the successful completion of these requirements, a notation will be added to the student’s transcript. For further information on the Interfaculty Option in Aging, please refer to the website (https://umanitoba.ca/explore/programs-of-study/aging-interfaculty-option/).