

DOMINICAN UNIVERSITY + MSW + MBA =
LEADERSHIP WITH SOCIAL IMPACT

Application for Admission

Master of Social Work and Master of Business Administration

Dual Degree Program

earn 2 degrees
at the same time

Master of
Social Work (MSW)
www.socialwork.dom.edu



Master of Business
Administration (MBA)
www.business.dom.edu

*Social work and business -
a powerful combination*

Application Checklist

Applicants are asked to present an application packet that includes:

- Application for Admission
If eligible for MSW advanced standing, please complete advanced standing application
- Non-refundable application fee of \$25
- Personal statement
- Official transcripts from universities showing all degrees earned
- Official GMAT or GRE score
- Three letters of recommendation (one academic and two professional)

International students must also include:

- Official TOEFL or IELTS score
- Financial statement accompanied by proof of financial support

Send completed application and fee to:

Dominican University
Graduate School of Social Work
Priory Campus
7200 West Division Street
River Forest, IL 60305

Apply online at: www.socialwork.dom.edu

If you have questions about the application process, please contact either the Graduate School of Social Work at (708) 366-3463 or the Brennan School of Business at (708) 524-6810.

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Graduate School of Social Work
Dominican University
Priory Campus
7200 West Division Street
River Forest, IL 60305

Phone: (708) 366-3463
Fax: (708) 366-3446
Email: msw@dom.edu

**Advanced standing applicants must complete the additional advanced standing application.*

Date of Application _____

Full name _____
last first middle

Address _____
number and street city state zip

County (Illinois Resident Only) _____

Phone _____ Alt. Phone _____ Email _____

Current employer _____ Position _____

Business address _____
number and street city state zip

Business phone _____

Date of birth _____ Gender _____ Social Security Number _____

Citizenship status: US citizen Permanent resident Other Type of Visa (if applicable)

Religious Preference: Baptist Episcopal Methodist Roman Catholic
 Buddhist Evangelical Mormon Seventh Day Adventist
 Christian Greek Orthodox Pentecostal United Church of Christ
 Church of Christ Islam/Muslim Presbyterian No Church Affiliation
 Disciples of Christ Jewish Protestant Other
 Eastern Orthodox Lutheran Reformed Prefer not to respond

Ethnic Heritage: American Indian Hispanic Black/Non Hispanic
 Asian Pacific Other White/Non Hispanic
 Non-Resident Alien

Are you currently on active duty in the United States military? Yes No
 Are you a United States Veteran? Yes No
 Are you receiving veteran's benefits? Yes No
 Is your mother/father an alumnus of Dominican University? Yes No
 Is your mother/father an employee of Dominican University? Yes No
 Are you an employee of Dominican University? Yes No
 Is your spouse an employee of Dominican University? Yes No
 Are you in need of residential housing? Yes No

**Please note, housing for graduate students is located in off campus apartments and is not guaranteed. For more information regarding graduate housing, please contact the Dominican University Office of Residence life at (708) 524-6217 or relife@dom.edu

How did you hear about Dominican University? _____

Colleges and Universities Attended

List all institutions where you did undergraduate and/or graduate work.

Institution	Location	Program	Degree	Date

Field Practicum Interest

Please indicate the fields of social work practice that may interest you as your educational component in the MSW program.

- | | | |
|---|---|---|
| <input type="checkbox"/> Alcohol and substance abuse | <input type="checkbox"/> Mental/health services | <input type="checkbox"/> Correctional settings |
| <input type="checkbox"/> Older adults | <input type="checkbox"/> Disabled persons | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Family and children settings | <input type="checkbox"/> Teenage setting | <input type="checkbox"/> International settings |
| <input type="checkbox"/> Medical settings | <input type="checkbox"/> Other _____ | |

Please list courses you have taken in the following subject.

Undergraduate statistics _____

Personal Statement

This is an integral part of your application. The admission committee will evaluate the quality of writing and the content. The essay should address all of the questions in a minimum of five double spaced pages. Please place your name in the upper right-hand corner of each page of your essay.

1. Why do you want to earn both a graduate degree in social work and a business administration degree? Discuss your personal values, philosophy, and knowledge of social issues as well as the professional and community experiences that have influenced your decision to seek these degrees. Briefly describe your professional goals and objectives.
2. What are your personal strengths that will be assets to a career in social work? What attributes do you possess that contribute to your ability to help others? What do you consider your limitations that may impede you in your practice as a social worker? And, what have you done in the past to address these limitations? Tell us about a specific example or a critical situation in which you have played a helping role.
3. What experiences, positive and negative, have you had in working or volunteering in a social work agency or organization?
4. What life experiences—personal, family, educational—have contributed toward your decision to pursue social work?
5. Discuss a contemporary social problem. Include the following: your reasons for identifying it as a social problem; what elements comprise the “problem;” what would be done to address this problem and by whom; and what your role might be as a MSW in addressing this social problem.

Type 73 Personal Statement

Please answer the following questions if you are applying for the MSW program and Type 73 School Social Work Certification or if you already have your MSW and are now applying for the Type 73 School Social Work Certification. The essay should address all of the questions in a minimum of five double-spaced pages. Please place your name in the upper right-hand corner of each page of your essay.

1. Why do you want to earn a Type 73 Certification? Why have you chosen school social work as your profession? Have you considered other professions? Discuss your personal values, philosophy and knowledge of social issues impacting the schools that have influenced your decision to become a school social worker. Briefly describe your career plans.
2. What are your personal strengths that will be assets to a career in school social work? What attributes do you possess that contribute to your ability to help students? What do you consider your limitations that may impede you in your practice as a school social worker? And, what have you done in the past to address these limitations? Tell us about a specific example or a critical situation in which you have played a helping role.
3. What experiences, positive and negative, have you had in working or volunteering in a social work agency or school?
4. What life experiences—personal, family, educational—have contributed toward your decision to pursue school social work?
5. Discuss a contemporary social problem impacting the elementary or secondary school system. Include the following: your reasons for identifying it as a social problem; what elements comprise the “problem;” what would be done to address this problem and by whom; and what your role might be as a school social worker in addressing this social problem.

**Waiver
Application**

I, _____ (name), certify on _____ (date) that all information, including any supporting documents submitted in this application for admission to Dominican University's Graduate School of Social Work and Brennan School of Business is complete and true to the best of my knowledge and belief. I agree to promptly notify in writing the Office of Admission of any changes concerning the information I provide in this application and in any supporting documents. I understand that providing false, misleading, or incomplete information can result in the withdrawal of an offer of admission or dismissal from the program. I also understand that I may be dismissed from the program if I fail to maintain satisfactory scholastic standing or violate the school rules of behavior, the NASW Code of Ethics or the university's rules of conduct.

I understand that this application and all materials received in support of it become the property of Dominican University and will not be duplicated for me or returned to me for any reason. Furthermore, I understand that Dominican University reserves the right to deny admission or permission to register, or to require the withdrawal of any student at any time for any reason it considers sufficient, including scholarship, character and personal conduct. I understand that this application may be superseded and that the university reserves the right to alter requirements or change deadlines.

Signature: _____ Date: _____

Dominican University does not discriminate on the basis of race, color, gender, religion, national or ethnic origin, disability, age, marital status or sexual orientation.

Advanced Standing Application

Graduate School of Social Work
Dominican University
Priory Campus
7200 West Division Street
River Forest, IL 60305

Phone: (708) 366-3463
Fax: (708) 366-3446
Email: msw@dom.edu

Applicant

Advanced standing applicants must have this advanced standing application completed by the BSW program director or the BSW field director. The top portion must be completed by the applicant prior to the contribution of the program director or field director. This form may not be completed by any individual who also has completed a letter of recommendation on the applicant's behalf. Information on this form assists us in evaluating the applicant's ability to function at a second-year graduate performance level. This report should include both semesters of the senior year but should be submitted by mid-second semester. Should the information not be available for a complete assessment, an interim report is requested.

Applicant's name _____

Applicant's address _____

Program/field director _____

College/university _____ Date _____

I understand that under Dominican University's policy on confidentiality, I have the right to examine this recommendation following my matriculation at the university unless such right is waived. I understand that this application for advanced standing status will be used only in connection with my application for admission to the Graduate School of Social Work at Dominican University. I understand that signing the waiver is not a condition of admission.

- I waive my right to examine or have access to this form.
 I do not waive my right to examine or have access to this form.

Applicant's signature _____

Date _____

Please use separate sheets of paper if necessary.

Junior Field Placement

Name of agency _____

Agency type/function _____

Length of assignment/ number of hours _____

Please describe the assignment in as much detail as possible _____
(including the number and kinds of cases, groups, families, frequency of contact and duration of caseload).

Senior Field Placement

Name of agency _____

Agency type/function _____

Length of assignment/ number of hours _____

Please describe the assignment in as much detail as possible (including the level of practice developed by the student in work with individuals, families, groups and/or communities). Identify specific skills required for further development and specific lack of skills reflected in pronounced learning gaps. Brief examples are preferred.

Supervision

- Was the student supervised by an MSW? yes no
Was the student supervised individually? yes no
How often was the student supervised? weekly bi-monthly
Were process recordings required? yes no, please describe _____

BSW Program Director/
Field Director

Senior Fieldwork Performance

Please rate the applicant on the following qualities.

Direct Practice	Excellent	Good	Fair	Poor
Ability to identify presenting problems				
Ability to engage clients in helping relationships				
Empathetic qualities				
Ability to develop beginning treatment plan				
Use of Learning Objectives	Excellent	Good	Fair	Poor
Quality of process recording				
Use of supervision				
Ability to use consultation when appropriate				
Job Management	Excellent	Good	Fair	Poor
Promptness of recording, reports, letter writing				
Writing ability				
Efficient use of time				
Summary	Excellent	Good	Fair	Poor
Overall performance				
Potential for graduate study at the second-year level				

- Please comment on those areas of work that will require special attention during the period of graduate study. _____

- Please describe the student's capacity to handle workload (*recordings, reports, use of time, etc.*).

- Please comment on the applicant's academic performance, intellectual capacity, ability to think logically and clearly and ability to integrate theory and practice. _____

- It is expected that the advanced standing student will demonstrate an ability to integrate academic theory with practice in work with individuals, families, and groups; utilize an appropriate systems perspective in dealing with client transactions; and engage support agency service delivery systems as appropriate. Given this information, do you recommend this applicant for second-year graduate study, i.e. advanced standing?

 Highly recommended Recommended Recommended with reservations Do not recommend

Please return to applicant or to:
Graduate School of Social Work
Dominican University
Priory Campus
7200 West Division Street
River Forest, IL 60305
in a sealed envelope with your
signature across the back flap.

Name of recommender _____
 Title _____ University _____
 Signature _____ Date _____



Recommendation Form For Admission

Dominican University's Master of Social Work and Master of Business Administration Dual Degree Program

Offered by the Graduate School of Social Work and the Brennan School of Business

The person named below has requested admission to Dominican University's Master of Social Work and Master of Business Administration dual degree program and has named you as a reference. Please complete the form, seal the envelope, sign across the seal and return the recommendation to the applicant or mail directly to the school.

Complete the top portion before mailing to your reference.

Applicant's name _____

Applicant's address _____

Applicant's phone _____ Applicant's email _____

I authorize _____ to complete this recommendation form and understand that this information will be kept confidential.

Send this completed form to:
Graduate School of Social Work
Dominican University
Priory Campus
7200 West Division Street
River Forest, IL 60305

Phone: (708) 366-3463
Fax: (708) 366-3446
Email: msw@dom.edu

Waiver I understand that under Dominican University's policy on confidentiality, I have the right to examine this recommendation following my matriculation at the university unless such right is waived. I HEREBY EXPRESSLY WAIVE MY RIGHT TO EXAMINE OR HAVE ACCESS TO THIS RECOMMENDATION. I understand that this recommendation will be used only in connection with my application for admission to Dominican University's Graduate School of Social Work and the Brennan School of Business dual degree program. I understand that signing the waiver is not a condition of admission.

Applicant's signature _____ Date _____

Letter of Recommendation

Evaluation of Applicant

Please rate the applicant on the following qualities.

	Well Above Average	Above Average	Average	Below Average	Well Below Average	No basis for Judgment
Oral communication skills						
Written communication skills						
Motivation						
Interpersonal skills						
Organizational skills						
Imagination/creativity						
Problem-solving skills						
Level of maturity						
Emotional stability						

Applicant's assets

Applicant's limitations

How long and in what capacity have you known the applicant?

Recommender's Comments

Please make any further comments about the applicant. In addition, please highlight the applicant's greatest strength, responsibilities the applicant has handled, applicant's suitability for a career in the social work profession, and any qualities that would adversely affect the applicant's performance in a graduate social work dual degree program. *(Include comments on separate page.)*

Indicate your assessment of the applicant as a potential social work professional:

Highly recommended Recommended Recommended with reservations Do not recommend

Name _____

Title _____

Organization _____

Address _____

Signature _____ Date _____



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Address _____

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Title _____

Organization _____

Address _____

Signature _____ Date _____

DOMINICAN UNIVERSITY



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Brennan School of Business

7900 West Division Street
River Forest, IL 60305
Phone: (708) 524-6810
FAX: (708) 524-6939
Email: gradbus@dom.edu
www.business.dom.edu