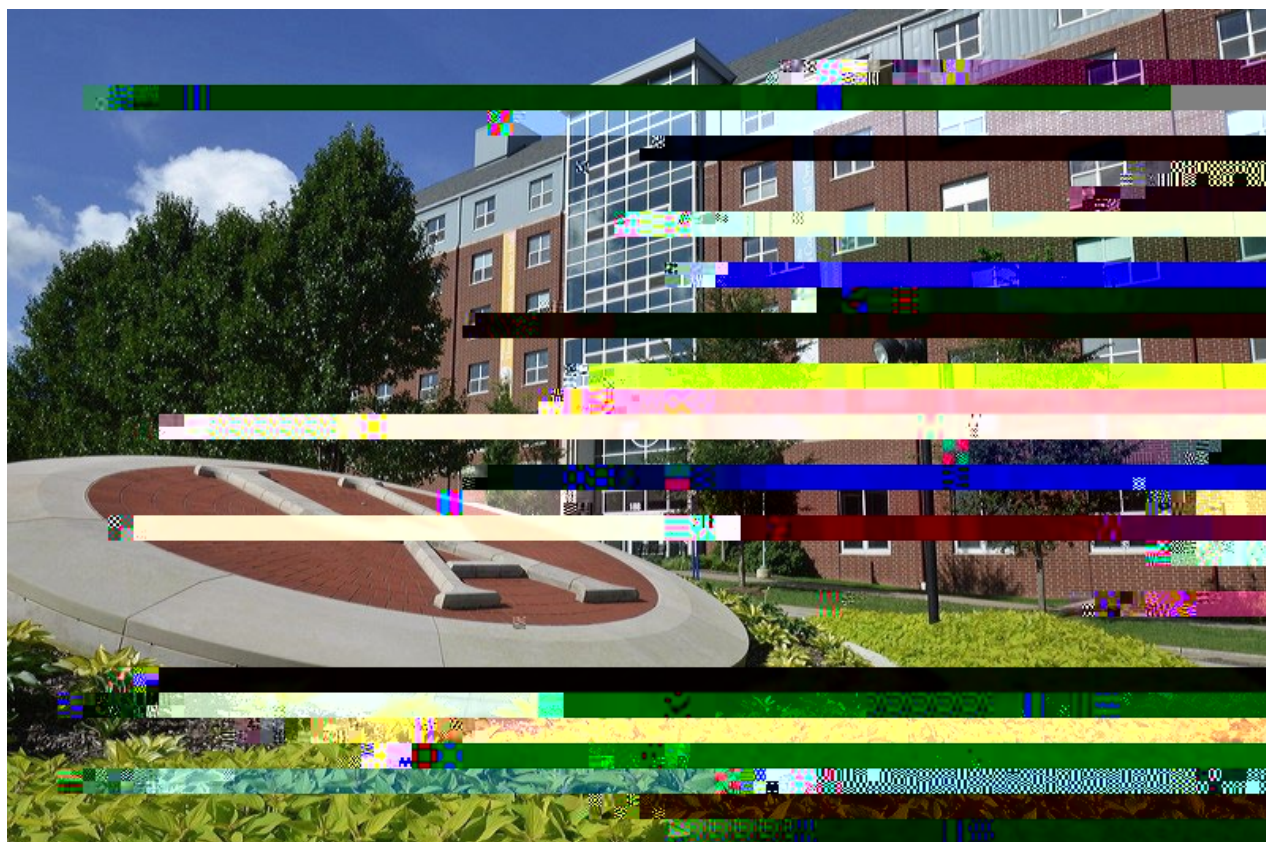


**Bachelor of Social Work Program
School of Social Work and Family Sciences
The University of Akron**

BA/BASW STUDENT HANDBOOK



Akron, Ohio

April 1, 2022



BA/BASW Program

Phone: 330-9725275

Fax: 330-9725739

Email: socialwork@uakron.edu

Websites:

The University of Akron: <https://www.uakron.edu/>

The College of Health and Human Sciences <https://www.uakron.edu/health/>

The School of Social Work and Family Sciences <https://www.uakron.edu/socialwork/>

The Undergraduate Social Work Program is accredited by the Council on Social Work Education

Table of Contents

- I. Welcome pages 4-5
 - a. Welcome
 - b. Purpose of the Handbook
- II. About the BA/BASW Program pages 6-7
 - a. Mission & Goals of the Program pages 8-10

	g. Students with Disabilities	
VII.	Student Services and Resources	pages 30-35
	a. Time Management for Students	
	b. Computer Lab	
	c. Laptop Checkout	
	d. Libraries	
	e. Writing Center	
	f. ID Cards	
	g. Disability Services	
	h. Financial Aid	
	i. Viewing Grades	
	j. Transcripts/Enrollment Verification	
	k. Health Services	
	l. Counseling Services	
	m. Bookstores	
	n. Student Recreation Center	
	o. Roo Express	
	p. Parking Passes & Information	
	q. Campus Security	
	r. Veterans Affairs	
	s. Academic Calendar	
	t. Student Organizations	
VIII.	Contact Information	pages 35-37
	a. The BA/BASW Program	
	b. The University of Akron	
	c. Professional Organizations	
IX.	Appendix	pages 37-42
	a. Social Work CSWE Core Competencies & Practice Behaviors	

Section I - Welcome

On behalf of the administration, faculty, and staff of the BA/BASW Program at The University of Akron, we would like to welcome you!

The BA/BASW Program is dedicated to training generalist social work practitioners focused on promoting the dignity and worth of the person, human diversity, cultural competence, and social and economic justice.

Social Work is a noble profession with an extraordinary history. You are joining a diverse and dedicated group of students, staff, and faculty united by their commitment and passion to make a difference. Like all great endeavors, your time in the program will be challenging and rewarding. We encourage you to make the most of this experience. We encourage you to seek out the experiences that provide you with the knowledge, values, and skills that are the trademark of our social work profession. We can assure you that your efforts will be worthwhile.

Welcome to the Social Work team!

Timothy McCarragher, Ph.D., MSW, LISW
Director, School of Social Work

Purpose of the Handbook

Your Student Handbook is your map toward a successful student educational journey. This Handbook provides you with three overarching functions:

1. Identify and explain the policies and procedures of the BA/BASV Program that guide
 - a. admissions,
 - b. completion of program requirements,
 - c. graduation.

Section III – Criteria for the Social Work Major

Council on Social Work Education
Commission on Accreditation
2015 Educational Policy and Accreditation Standards
EPAS Accreditation Standard B3.1.1
Criteria for Admission to the BA/BASW Program

All students admitted into the BA/BASW Program must earn and maintain a minimum cumulative GPA and social work GPA of 2.75 for preadmission and full major admission and to remain in good standing in the BA/BASW Program. The BA/BASW Program does not offer direct admission. All students are admitted to the school as preadmission social work majors. While preadmission majors, students complete the required classes and application necessary to become a full social work major. Post baccalaureate and transfer students must also meet preadmission criteria.

Preadmission Admission

You are eligible for preadmission in the BA/BASW Program after you complete 30 credits and earn a cumulative GPA of 2.75 or better. During completion of the initial 30 credits, students should focus on courses from General Education in quantitative

Liberal Arts Base for the Social Work Major

The social work major is built on a liberal arts base contained within the general education program of The University of Akron. Students must complete the liberal arts requirements and General Education mathematics and English requirements before preadmission, admission, or as preadmission majors. The liberal arts base consists of eight (8) classes. The classes are as follows:

- | | | |
|-------------|------------------------------------------------|-----------|
| 1. 7750:270 | Diversity and Social Work | 3 credits |
| 2. 7750:275 | Introduction to Social Work Practice | 3 credits |
| 3. 7750:276 | Introduction to Social Welfare | 3 credits |
| 4. 7750:427 | HBSÆ (Human Behavior & the Social Environment) | 4 credits |

Bachelor of Arts Degree Options
There

The current general education program was implemented effective fall 2017. Students admitted prior to fall 2017 will complete the general education requirements in effect at the time of admission to UA and/or the BA/BASWP program. UA may require students admitted prior to fall 2017 to follow the current UA requirements according to UA and School policies related to when academic contracts expire. Refer to your DPR and contact your academic advisor for questions about your academic plan.

Change of Status from Preadmission to Full Admission

You are eligible to request evaluation of your application for full admission after completing the preadmission process. All application materials must be submitted online. Successful completion of preadmission process includes a minimum the following:

1. The completion of all liberal arts based classes;
2. Writing and quantitative reasoning general education requirements;
3. A cumulative GPA of 2.75 or better;
4. Submission of a formal application;
5. Submission of your autobiographical statement; and
6. Submission of 3 recommendations.

Please note: You are encouraged to complete your general education

Appeals Process

If the student's application is not approved, the student may appeal this decision formally, in writing, to the School Director within 10 working days after the date they receive notification. An internal review will follow within the next 10 working days. The student will receive a letter of decision regarding

Some social work full major courses have prerequisites other than admission. Refer to your Program of Study Agreement and Academic Plan for additional information.

Social Work Curriculum

Recommended Sequence of Requirements

Third Year

3 Social Work Practicum I	3 Social Work Practicum I
3 Practicum Skills Lab	3 Social Work in Mental Health
3 Social Work Research	3 Social Work Ethics
3 Social Policy Analysis for Social Workers	3 HBSE or SWK Elective
2 Area Studies and Cultural Diversity	2 Tier III
4 Humanities	3 Elective (SWK or General)
17 Semester Hours	17 Semester Hours

Fourth Year

3 Social Work Practicum III	3 Social Work Practicum IV
2 Field Experience Seminar	

Course Descriptions
Social Work (7750)

7750:230 Human Relations (3 Credits)

Examination of principles and methods which aid in understanding the individual's response to society and the relationship between society and individuals.

Ohio Transfer 36: Yes

GenEd: - Social Science

7750:240 Substance Use and Abuse (3 Credits)

Introduction to pharmacology of drugs of misuse; physiological factors of alcohol/drug-using behavior; effect of psychoactive drugs on the brain; intervention and treatment measures.

7750:244 Death & Dying (3 Credits)

Examination of a wide range of topics related to death and dying. Emphasis is placed on understanding and coping with death and dying.

Ohio Transfer 36: Yes

GenEd: - Social Science; Domestic Diversity

7750:260 Introduction to Addiction (3 Credits)

An overview of the continuum of use, abuse and dependency; theories of addiction; the impact of addiction on society; and the implications for professional practice.

7750:265 Women & Addiction (3 Credits)

Exploration of the social, psychological, physical and family

7750:276 Introduction to Social Welfare (3 Credits)

Survey of field of social welfare; place of social work profession within human service institutions of United States. Introduction of basic concepts relating social welfare institutions and social work to society.

7750:344 Death & Dying (3 Credits)

Examination of a wide range of issues related to death and dying. (0.6)

Prerequisites [7750:401](#) and permission of the instructor. Corequisite [7750:493](#). The first of two consecutive courses that assists students in making the transition from classroom learning to experiential learning in the field practicum.

7750:422 Field Experience Seminar I (2 Credits)

Prerequisites [7750:421](#) and [7750:493](#); Corequisite [7750:494](#). The second of two consecutive courses, this course assists students in integrating, synthesizing, and applying classroom learning to field experiences and assignments.

7750:425 Social Work Ethics (3 Credits)

Prerequisite: Social Work major, permission of instructor. Social Worker's code of ethics as applied to practices, problems and issues in social work.

7750:427 Human Behavior & Social Environment I (3 Credits)

Social work perspective on human development across the life cycle. Human diversity approach consistent with the needs of social work students preparing for practice.

7750:430 Human Behavior & Social Environment II (3 Credits)

Prerequisites: Social Work major and [7750:427](#). Examination of larger social systems including families, groups, neighborhoods, and organizations. Focuses on the unique systemic characteristics of each system and its development.

7750:442 Social Work Research (3 Credits)

Prerequisite: Acceptance into the social work major. Overview of scientific inquiries in the research process as it applies to social work. Emphasis is placed on various social worker roles in relation to research. The focus will be on research concepts including the evaluation of practice to 0.7 8 (s)-3.0(C)-13.

7750:451 Social Work in Child Welfare (3 Credits)

Prerequisite: [7750:401](#) In-depth exploration of structure and functioning of social services designed to help children, and of practice of social work in child welfare settings. Consideration of supportive, supplementary and substitutive services.

7750:452 Social Work in Mental Health (3 Credits)

Prerequisite: [7750:401](#) or permission of instructor. Issues of organization, development and methodologies of current professional social work practice in mental health settings.

7750:454 Social Work in Juvenile Justice (3 Credits)

Prerequisite: [7750:401](#). The theory and practice of social work in the juvenile justice systems of the United States. Traditional procedures and recent developments, prevention, diversion and community outreach, legal concerns, case management, institutional functioning.

7750:455 Social Work Practice with African American Families (3 Credits)

Prerequisite: [7750:401](#) or permission of instructor. Contemporary problems facing African American families; male-female relationships, single parent households, African American teens and elderly public policy, theoretical models, explaining development of the African American family.

7750:456 Social Work in Health Services (3 Credits)

Prerequisite: [7750:401](#). Policies and procedures of health services.

7750:471 Crisis Intervention (3 Credits)

This elective course focuses on knowledge/skills required by social workers dealing with people in crisis. Impact of crises on the human personality will be discussed.

7750:472 Child Welfare II (3 Credits)

This course is the second in a series of two child welfare courses. Child Welfare II, addresses the developmental and permanence needs of children in the welfare system.

7750:473 Social Work with Adolescence (3 Credits)

This course provides students with an in-depth knowledge of the needs of adolescents in the welfare system. Topics include: assessment, intervention, and crisis management.

individuals,families,groups,

Council on Social Work Education
Commission on Accreditation
2015 Educational Policy and

accord with Student Disciplinary Procedure Code 3359-41, leading to

Section IV- Academic Advising

Council on Social Work Education
Commission on Accreditation
2015 Educational Policy and Accreditation Standards
Accreditation Standard 3.1.6
Student Academic Advisement

Students are encouraged to discuss their interest in the practice of social work with their academic advisor. The discussion will help students become familiar with program requirements so they can plan their academic program accordingly.

Students who express an interest in social work but need additional information before making a decision are referred to the BA/BASW Coordinator for an advisement conference. During this conference, the BA/BASW Coordinator discusses the potential student's interest in and aptitude for social work and provides an explanation of the program. Students who have not been admitted to the program must meet with their current academic advisor until officially admitted to the program.

to the Registrar's webpage for up-to-date information about registration procedures and fees. Please keep in mind that courses/sections may fill quickly. The BA/BASW Program does maintain a waiting list for closed classes. It is the students' responsibility for verification of space availability for any course. Students should consult with their academic advisor before making changes. Discuss possible impacts on your learning contract. Students may also need to consider financial aid, employment, or any other area that may be impacted by making a change to your schedule. The student is responsible for determining the potential impact of any changes or additions to their schedule. (e) 0012 8 268

Hold

A "Hold" can be placed on your account for academic or non-academic reasons. If you have a hold on your account, click on "Hold" to find out the nature of the hold. Holds can be placed on your account for a variety of reasons including, but not limited to, nonpayment of fees and academic plan requirements. Please follow the appropriate steps to resolve the issue. If you need assistance resolving the hold please contact the appropriate person/department listed in the hold message.

exam currently consists of a 170-item multiple-choice test that is given in a four-hour time frame. For

Section VI – Student Rights, Conduct, & Grievance Process

Council on Social Work Education
Commission on Accreditation
2015 Educational Policy and Accreditation Standards
Accreditation Standard 3.1.9

Students' Rights

Students are encouraged to exercise their right to participate in the governance of the School. Student representatives are members on Standing Committees, including the Curriculum Committee, Field Education Committee, Academic Standards Committee, Development Committee, and Evaluation Committee, as well as Ad Hoc Committees and have voting rights for on each committee. Students are especially encouraged to participate in the teaching colloquia when candidates for faculty positions come to the University during the interviewing process.

The University has established policies and procedures with respect to student appeals of academic and non-academic matters. The policies and procedures are contained in the University Undergraduate Bulletin, the student handbook of The University of Akron. This publication also respects students' rights with respect to access to records, the right of freedom of expression, (b) 74 (f) 2, 4, (c) 5 (U) 0-670e 268 U.S.

Non-Discrimination Policy

It is the policy of this institution that there shall be no unlawful discrimination against any individual in employment or in its programs or activities at the university of Akron because of race, color, religion, sex, sexual orientation, gender identity, age, national or ethnic

The Writing Center

The university has a Writing Center that is available to all members of the university community, from first-year students to full professors. In addition to tutoring services, there is a library of reference books, handbooks and other resources helpful to writers. Use the BA/BASW Program APA Manual for the correct use of APA:

Uss/car(g2.4s)015d(())Tji0.00143c-0.001DTw>0.208ETdA(fract(5)M0 -1.224 TDTj 0 T592.26 223-4w .72

Transcripts/Enrollment Verification

Official transcripts and enrollment verification can be ordered through the Registrar office:

<https://www.uakron.edu/registrar/transcripts/>

Health Services

The University of Akron Health Services works to assist students in meeting their educational and personal goals by addressing their health concerns during their enrollment. Health Services' Health Education section provides health education, wellness promotion and risk reduction programming to students, faculty and staff. Health Services continues to maintain the University's strategic vision of "shared responsibility" to plan, develop, implement, and evaluate health promotion techniques and continue to be a resource for those in need. <https://www.uakron.edu/healthservices/>

Health services are available for Wayne and UALakewood students through the Wayne College site:

[Student Services : Wayne College \(uakron.edu\)](#)

Counseling Services

The Counseling and Testing Center offers psychological services at The University of Akron: <https://www.uakron.edu/counseling/>

Parking Passes and Information

The University of Akron Parking & Shuttle Parking Services Purchasing

The SSWL is a member of the Associated Student Government. SSWL receives direct funding for its activities from that organization. Annual dues from each student per semester and/or student led fundraisers may augment these funds. The SSWL has regular meetings open to all students on all sites. Membership is open to all majors. League officers are elected by the membership. The stated purpose of the SSWL is to provide:

- 1) an organization through which students can become involved in social issues
- 2) support for community social service programs
- 3) legislative information about matters of social concerns and

Local committees, task forces, and other activities to which students

Accessibility, Office of
Simmons Hall Room 105
330-972-7928
<http://www.uakron.edu/access/>

Adult Focus
Polsky 467
330-972-5793
<http://www.uakron.edu/uaaf/>

IT Help Desk
330-972-6888
[HelpDesk | Computersupport | Homepage: The University of Akron, Ohio \(uakron.edu\)](http://www.uakron.edu/helpdesk/)

Military Services
Simmons Hall Room 120
330-972-7838
<http://www.uakron.edu/veterans/>

Multicultural Development Office of
Simmons Hall Room 124
330-972-6769
<http://www.uakron.edu/omd>

Registrar Office of the University
Simmons Hall Room 120
330-972-8300
<http://www.uakron.edu/registrar/>

Student Financial Aid, Office of
Simmons Hall
330-972-7032
<http://www.uakron.edu/financialaid/>



Student Success Center
College of Health Professions
Mary Gladwin Hall 313
330-972-5103

[Student Success Center 0.186 0 Td \[\(S\)-2.5 \(u\)3.4 \(cce\)3. Tc 0.012 Tw -3 Tw \[\(\(g\)1.18.5 \(l\)-6.9 \(R\)1\)7.5 \(u\)3.4-](#)

ProfessionaOrganizations

skills, and cognitive and affective processes ~~com~~prise the competency at the generalist level of practice, followed by a set of behaviors that integrate these components. These behaviors represent observable ~~components~~ of

understand that, as a consequence of difference, a person's life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim. Social workers also understand the forms and mechanisms of oppression and discrimination and recognize the extent to which a culture's structures and values, including social, economic, political, and cultural exclusions, may oppress, marginalize, alienate, or create privilege and power. Social workers:

- apply and communicate understanding of the importance of diversity and difference in shaping life experiences in practice at the micro, mezzo, and macro levels;
- present themselves as learners and engage clients and constituencies as experts of their own experiences; and
- apply self-awareness and self-regulation to manage the influence of personal biases and values in working with diverse clients and constituencies.

Competency 3: Advance Human Rights and Social, Economic and Environmental Justice

Social workers understand that every person regardless of position in society has fundamental human rights such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers understand the global interconnections of oppression and human rights violations and are knowledgeable about theories of human need and social justice strategies to promote social and economic justice and human rights. Social workers understand strategies designed to eliminate oppressive structural barriers to ensure that social goods, rights, and responsibilities are distributed equitably, and that civil, political, environmental, economic, social, and cultural human rights are protected. Social workers:

- apply their understanding of social, economic, and environmental justice to advocate for human rights at the individual and system levels; and

research findings; and

- use and translate research evidence to inform and improve practice, policy, and service delivery

Competency 5: Engage in Policy Practice

Social workers understand that human rights and social justice, as well as social welfare and services, are mediated by policy and its implementation at the federal, state, and local levels. Social workers understand the history and current structures of social policies and services, the role of policy in service delivery, and the role of practice in policy development. Social workers understand their role in policy development and implementation within their practice settings at the micro, mezzo, and macro levels and they actively engage in policy practice to effect change within those settings. Social workers

r

hd2(a)E-118-Ofp4eVICDT3B(>)-BDE97(979e3095.06797,7(0967)9TP0

constituencies.

Competency 7: Assess Individuals, Families, Groups, Organizations and Communities

Social workers understand that assessment is an ongoing component of the dynamic and interactive

- apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies;
- use inter-professional collaboration as appropriate to achieve beneficial practice outcomes;
- negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies and
- facilitate effective transitions and endings that advance mutually agreed-upon goals.

Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations and Communities

Social workers understand that evaluation is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations and communities. Social workers recognize the importance of evaluating processes and outcomes to advance practice, policy, and service delivery effectiveness. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in evaluating outcomes. Social workers understand qualitative and quantitative methods for evaluating outcomes and practice effectiveness. Social workers:

- select and use appropriate methods for evaluation of outcomes;
- apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes;
- critically analyze, monitor, and evaluate intervention and program processes