Table of Contents

SECTION 1: Introduction ................................................................. 1
  Student Responsibility............................................................................. 2
  Statement on Equal Educational Opportunity ........................................... 2
  Notice of Nondiscrimination ..................................................................... 2
  Statement of Accreditation ...................................................................... 3

SECTION 2: The University and the Department ...................................... 4
  The University.......................................................................................... 5
  The Department of Social Work and Sociology ......................................... 6
  The Department Mission Statement........................................................... 6

SECTION 3: Admission to the M.S.W. Program ..................................... 7
  Admission Requirements ........................................................................... 7
  Admission Decisions.................................................................................. 8
  Admission Statuses: Regular and Provisional ............................................. 9
  Confirmation of Admission Acceptance.................................................... 9
  Waitlist Policies and Procedures ............................................................... 9
  Communication Upon Admission................................................................ 10
  Initial Degree Plans ................................................................................. 10
  Program Options: On-Campus and Online............................................... 11
  Student Statuses: Full-time and Part-time............................................... 11
  Program Tracks: Traditional and Advanced Standing ................................ 11
  Transfer Credit ....................................................................................... 13
  Credit for Experience, Correspondence, and Extension Courses or Other Academic Training ......................................................... 13

SECTION 4: The M.S.W. Program ......................................................... 14
  The M.S.W. Curriculum............................................................................ 14
  The Traditional Track .............................................................................. 15
  The Advanced Standing Track .................................................................. 15
  The Generalist Year Sequence (Traditional Track)..................................... 16
  The Specialization Year Sequence (Traditional and Advanced Standing Tracks) .................................................................................. 17
  Academic and Professional Advising......................................................... 20
  The Master's Portfolio............................................................................... 20
  The Comprehensive Examination ............................................................ 21
SECTION 5: The M.S.W. Curriculum 22
Generalist Courses ................................................................................... 22
Specialist Courses .................................................................................... 24

SECTION 6: The Academic Policies of the M.S.W. Program 28
Academic Policies Specific to the M.S.W. Program................................. 28
Academic Standing: Good Standing, Probation, and Dismissal .......... 29
Academic Policies Relating to All University Programs......................... 30

SECTION 7: The M.S.W. Program Personnel and Organizations 35
Social Work Faculty and Staff ................................................................. 35
Social Work Field Locations and Field Instructors .............................. 36
The Social Work Community Advisory Committee ......................... 38
Student and Professional Organizations .............................................. 39
The M.S.W. Program Handbook is produced by the Department of Social Work and Sociology for the Master of Social Work (M.S.W.) degree program and is updated yearly. The Handbook is compiled by the M.S.W. Program Director in consultation with the social work faculty, representatives from the Community Advisory Group, and representatives from the Student Social Work Association at Angelo State University (ASU). The Handbook serves to inform current and prospective M.S.W. students about the nature of the

The policies, regulations, procedures, and fees in the Handbook are subject to change without prior notice, if necessary, to keep the program in compliance with:

- The current Angelo State University Graduate Catalog;
- Accreditation standards for M.S.W. programs required by the Council on Social Work Education (CSWE);
- The rules and regulations of the Texas Tech University System Board of Regents;
- Applicable laws of the state of Texas; and/or
- The educational objectives of Angelo State University, the Archer College of Health and Human Services, the Department of Social Work and Sociology, or the M.S.W. program.

The program reserves the right to change curricula, rules, fees, admission prerequisites, and other requirements without notice. The provisions of this Handbook do not constitute a contract, express or implied, between any applicant, student, faculty member, or any other person, and Angelo State University.
**Student Responsibility**

Each student is responsible for knowing program-specific guidelines contained within the *Handbook* and the academic regulations in the *Graduate Catalog*. Lack of familiarity with these regulations does not and will not constitute a valid reason for failure of their fulfilment. Such responsibilities include academic honesty, professional integrity, and student eligibility for course registration. All questions about program-specific guidelines, academic regulations, and/or student responsibilities while enrolled in the M.S.W. program should be directed to the M.S.W. Program Director.

**Statement on Equal Educational Opportunity**

Angelo State University is open to all persons eligible for admission as students regardless of race, color, religion, sex, age, national origin, mental or physical disability, or Vietnam Era or Special Disabled Veteran status. All students admitted to the university are treated without discrimination in regard to their participation in university educational programs or activities. The university is an equal opportunity employer and no applicant or employee will be discriminated against because of race, color, religion, sex, age, national origin, mental or physical disability, or Vietnam Era or Special Disabled Veteran status in regard to employment in the institution. The university does not discriminate on the basis of sex or disability in its educational programs. Any student with inquiries should contact the Office of Student Affairs (located on campus in the Harte Houston University Center, room 112, and accessible by phone at (325) 942-2047 or email at studentaffairs@angelo.edu).

**Notice of Nondiscrimination**

Angelo State University does not tolerate discrimination or harassment based on or related to sex, race, national origin, religion, age, disability, protected veteran status, genetic information, or other protected categories, classes, or characteristics. While sexual orientation and gender identity are not explicitly protected categories under state or federal law, it is ASU’s policy not to discriminate in employment, admission, or use of programs, activities, facilities, or services on this basis. For ASU’s full Notice of Nondiscrimination, which addresses how discrimination may be reported, please visit https://www.angelo.edu/current-students/title-ix/notice-of-non-discrimination.php.
Statement of Accreditation

The M.S.W. program is accredited by the Council on Social Work Education to award baccalaureate and master’s degrees. The Council on Social Work Education is recognized by the Council for Higher Education Accreditation as the exclusive agency accrediting social work education for over 800 baccalaureate and master’s degree social work programs in the United States and its territories. The Council on Social Work Education may be contacted* at 333 John Carlyle Street, Suite 400, Alexandria, Virginia 22314 or by calling (703) 683-8099.

Angelo State University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, masters, and doctoral degrees. The Southern Association of Colleges and Schools Commission on Colleges may be contacted* at 1866 Southern Lane, Decatur, Georgia 30033-4097 or by calling (404) 679-4500.

* The Council on Social Work Education and the Southern Association of Colleges and Schools Commission on Colleges should be contacted only if there is evidence that appears to support the university's significant non-compliance with a requirement or standard. Normal inquiries about Angelo State University, such as accreditation status, admission requirements, financial aid, educational programs, etc., should be addressed directly to the Department of Social Work and Sociology or Angelo State University, respectively.
The University and the Department

San Angelo is the community center for approximately 100,000 people located in West Central Texas between the Texas Hill Country to the southeast and the Rolling Plains to the northwest. San Angelo has a rich history, a vibrant arts community, and many opportunities for outdoor entertainment.

Major highways connecting to San Angelo include U.S. Highways 67, 87, and 277. San Angelo is located between U.S. Interstate Highways 10 and 20. Interstate 10 is 64 miles south of San Angelo and approximately 80 miles to Interstate 20. For additional information about San Angelo and the community, please visit San Angelo Chamber of Commerce’s website at https://sanangelo.org.
The University

Angelo State University has been ranked by The Princeton Review as one of the nation’s “Best Colleges” every year since 2010 and offers over 100 majors and concentrations through its six colleges: Archer College of Health and Human Services, College of Arts and Humanities, College of Education, College of Graduate Studies and Research, College of Science and Engineering, and Norris-Vincent College of Business.

The following are some “fast facts” about the university as of 2022:

**Founded:** 1928

**President:** Lt. Gen (retired) Ronnie D. Hawkins, Jr., U.S. Air Force, Class of 1977

**Affiliation:** Texas Tech University System

**School Colors:** Blue and Gold

**Mascot:** Dominic, the Rambouillet Ram

**Motto:** “Fiat Lux,” which is Latin for “Let there be light”

**Location:** San Angelo, a community of approximately 100,000

**Students:** 10,775

**Programs:** Over 100 undergraduate majors and concentrations and over 30 graduate programs at the master's and doctoral levels

**Faculty:** 441

**Student-to-Faculty Ratio:** 21:1

**Financial Aid:** Nine out of ten students receive financial aid through grants, loans, work study positions and over 400 available scholarships

**Student Organizations:** More than 100

**Athletics:** Lone Star Conference member; 15 NCAA Division II athletic teams
The Department of Social Work and Sociology

The Department of Social Work and Sociology offers undergraduate and graduate courses and degrees in social work and sociology taught by highly-qualified, experienced faculty. The undergraduate and graduate degree programs prepare students for a broad spectrum of careers in the public and private sectors that benefit from an understanding of people, culture, and society.

The courses emphasize contemporary theories, research, and the useful application of knowledge to current problems experienced by people individually and collectively. The curriculum is delivered in a variety of formats, including on-campus, online, and blended classes that utilize both face-to-face and online instruction.

Students have opportunities to participate in honor societies, field education, service-learning activities, and cutting-edge research on interesting and challenging topics. The learning environment is friendly, supportive, and individualized to facilitate each student's progress toward fulfilling personal aspirations and goals. Specialized training is available in advanced social work practice from advanced generalist and clinical perspectives.

The Department Mission Statement

The mission of the Department of Social Work and Sociology is to provide professional social work and social science education to a diverse student body for a global society.
Admission to the M.S.W. Program

The M.S.W. program accepts applications beginning in late August for the following academic year. Applications are accepted year-round with a priority deadline for review of March 1st. Applicants are accepted until the program reaches capacity after which new applicants are placed upon a waiting list. Students seeking full-time or part-time status are welcome to apply. All dates, deadlines, and timelines discussed in the M.S.W. Program Handbook apply to the Department of Social Work and the M.S.W. program. Dates and deadlines for other university offices may be different. Please see the webpages for the M.S.W. program (https://www.angelo.edu/academics/programs/social-work-msw/) as well as the College of Graduate Studies and Research (https://www.angelo.edu/colleges/college-of-graduate-studies-and-research/) and the Office of Financial Aid and Scholarships (https://www.angelo.edu/admissions-and-aid/paying-for-college/office-of-financial-aid-and-scholarships/) for the most timely posting of deadlines.

Admission Requirements

The admission requirements for the M.S.W. program at ASU are as follows:

- Completed application to ApplyTexas (https://goapplytexas.org/);
- Completed application to the M.S.W. program (via InPlace, the department's student management portal);
• Admission to ASU College of Graduate Studies and Research;

• B.S.W. from a program accredited by the Council on Social Work Education (for the advanced standing track) or a B.A./B.S. in any discipline from a regionally-accredited college or university (for the traditional track);

• An undergraduate grade point average (G.P.A.) of 2.75 to 2.99 for provisional admission or 3.00 and higher for regular admission (see Admission and Academic Status below for a complete description of regular and provisional admission statuses);

• Current graduate student applicants who seek to transfer and are in good standing with their current academic institution will be accepted; and

• Unofficial transcripts for all previous undergraduate and/or graduate coursework.

**Admission Decisions**

M.S.W. program admission applications are reviewed 4 to 6 weeks after the College of Graduate Studies and Research processes ApplyTexas applications. All email correspondence from the M.S.W. program will be directed to the student’s ASU email address assigned during the application process. Applicants must regularly check the ASU email address for any correspondence related to their application.

It is the applicant’s responsibility to ensure all application materials are submitted by the application deadline, including uploading unofficial transcripts. Applicants may monitor their application process from the InPlace portal. Incomplete applications will be marked as rejected with an explanation for rejection. Students may amend their applications during the review process. Please note that time taken for corrections or amendments could result in an application being placed on the waitlist.

*Admission requirements for the College of Graduate Studies and Research may be found on the ASU website ([https://www.angelo.edu/admissions-and-aid/apply/graduate-students/](https://www.angelo.edu/admissions-and-aid/apply/graduate-students/)) or in the current graduate catalog ([https://www.angelo.edu/academics/catalog/](https://www.angelo.edu/academics/catalog/)).
Admission Statuses: Regular and Provisional

There are two types of admission status for the M.S.W. program: regular and provisional admission. Admission status is based on prior academic performance and measured by the applicant's prior grade point average (G.P.A.) based on a 4.00 (or equivalent) grade point scale.

Regular admission to the M.S.W. program is offered to applicants who earned a 3.00 G.P.A. or higher on a 4.00 (or equivalent) G.P.A. scale. Provisional admission to the M.S.W. program is offered to applicants who earned a 2.75 to 2.99 G.P.A. or higher on a 4.00 (or equivalent) G.P.A. scale. Provisionally admitted students are granted one semester to earn a 3.00 G.P.A. or be dismissed from the M.S.W. program.

Confirmation of Admission Acceptance

After review of the completed application, applicants will be emailed a Confirmation of Acceptance, placed upon the waitlist (if the program has reached capacity), or denied admission. Those admitted to the M.S.W. program will be emailed a Confirmation of Acceptance, which must be completed within twenty-one (21) days to demonstrate intent to attend the program. Failure to meet this deadline may result in placement on the waitlist.

Should admitted applicants choose not to enroll in the academic year for which admission was granted, they will need to reapply through ApplyTexas for the academic year in which they choose to enroll. This includes the additional incursion of any fees associated with the application process.

Waitlist Policies and Procedures

As previously stated, once the program admits and confirms enough students to reach capacity, all subsequent qualified applicants will be placed on the waitlist. If seats become available, individuals on the waiting list are accepted into the program on a “first-come, first-served” basis. This means that waitlisted individuals will be considered in the order in which their applications were received via ApplyTexas. The Department of Social Work and Sociology will notify persons on the waitlist as/if positions become available via the applicant’s ASU email address.

Individuals on the waiting list who are not admitted for the upcoming academic year must reapply the following year, if they choose. Waitlisted
individuals who reapply will be given priority review and acceptance for the following year’s cohort.

**Communication Upon Admission**

In addition to possible Confirmation of Acceptance and Waitlist notifications, newly admitted students will be sent additional email messages about enrollment processes and upcoming orientations. All email correspondence from the M.S.W. program will be directed to the applicant’s ASU email address. Applicants and newly accepted students are required to regularly check incoming email for university communication, especially from the Office of Financial Aid, the Department of Social Work and Sociology, and the College of Graduate Studies and Research.

**Initial Degree Plans**

Approximately one (1) week after submission of the Confirmation of Acceptance, an initial degree plan will be emailed to each incoming student. Degree plans provide a scheduled sequence of courses a student should take each semester throughout the duration of the program. A copy of each student’s electronically signed degree plan is uploaded into the InPlace portal and sent to the College of Graduate Studies and Research, per University Policy.

Degree plans are due two (2) weeks after being sent to the student. If degree plans are not received within two (2) weeks’ time, a reminder will be sent via ASU email including a new deadline. If no correspondence or degree plan is received by the new deadline, the Department of Social Work and Sociology will assume the applicant’s plans have changed and the applicant will be placed on the waitlist. Notification of this change in application status will be sent to the applicant via ASU email.

Any changes made to the degree plan throughout the M.S.W. program may change the projected date of graduation. Adding, dropping, or failing a course may delay the date of projected graduation as much as one (1) year. Therefore, social work faculty cannot guarantee a specific date of graduation.
Program Options: On-campus and Online

The M.S.W. program offers both an on-campus and an online program option. Currently, there is not a hybrid option – students select their mode of instruction at the beginning of their program and remain in that program option throughout the duration of the program. Of course, if major life events require a switch from one program option to another, accommodations may be made on a case-by-case basis dependent on circumstances.

On-campus students attend all of their courses as well as the comprehensive examination in person at Angelo State University. Online students attend all of their courses online. Students living within 250 miles of San Angelo must attend the comprehensive examination on-campus when it is administered during the final semester of the program. Students living farther than 250 miles from San Angelo will take the comprehensive examination in a format that is proctored and administered online.

Student Statuses: Full-time and Part-time

Students may attend courses in either a full-time or a part-time sequence. Like the program option, student status is selected when entering the program. Also similar, should the need arise, students may make a switch from full-time to part-time or vice versa. However, due to the sequencing of courses and the semesters in which courses are offered, changing to and from part-time status will lengthen the amount of time it takes to complete the M.S.W. program.

Full-time students typically complete the M.S.W. program in one (1) year for the advanced standing track or two (2) years for the traditional track. Part-time students typically complete the M.S.W. program in two (2) years for the advanced standing track or four (4) years for the traditional track. The faculty make every effort to assist students complete the program in as timely a manner as possible.

Program Tracks: Traditional and Advanced Standing

The traditional track is designed for individuals who have earned a baccalaureate in a field other than social work. The traditional track introduces students to core theoretical concepts for non-B.S.W. students and refreshes those concepts to B.S.W. students who may need reinforcement
since being in the classroom. The traditional track is typically completed in two (2) years of full-time study or four (4) years of part-time study. Criteria of qualification for the traditional track include:

- A baccalaureate degree from a regionally-accredited college or university;

- For regular admission, a G.P.A. of 3.00 or higher (on a 4.00 scale) during the most recent 60 hours of undergraduate coursework;

- For provisional admission, a G.P.A. of 2.75 to 2.99 (on a 4.00 scale) during the most recent 60 hours of undergraduate coursework;

- Students who have been accepted into a prior graduate program will be granted regular admission if in good academic standing with the institution (students who are not in good academic standing may be considered on a case-by-case basis and granted provisional admission);

- A completed application to ASU’s College of Graduate Studies and Research via ApplyTexas; and

- A completed application to the Department of Social Work and Sociology via InPlace student management portal.

The advanced standing track is designed for individuals who have already earned a baccalaureate in social work (B.S.W.). Because these students are familiar with the core academic and theoretical concepts taught in social work foundation courses, they are not required to complete the foundational year of the M.S.W. program at ASU. The advanced standing track is typically completed in one (1) year of full-time study or two (2) years of part-time study. Criteria of qualification for the advanced standing track include:

- A baccalaureate degree in social work from a CSWE-accredited social work program;

- For regular admission, a G.P.A. of 3.00 or higher (on a 4.00 scale) during the most recent 60 hours of undergraduate coursework;

- For provisional admission, a G.P.A. of 2.75 to 2.99 (on a 4.00 scale) during the most recent 60 hours of undergraduate coursework;

- Students who have been accepted into a prior graduate program will be granted regular admission if in good academic standing with the
institutions (students who are not in good academic standing may be considered on a case-by-case basis and granted provisional admission);

- A completed application to ASU’s College of Graduate Studies and Research via ApplyTexas; and

- A completed application to the Department of Social Work and Sociology via InPlace student management portal.

**Transfer Credit**

Students must adhere to the transfer credit policies of the graduate program to which they are admitted. Official transcripts showing the successful completion of the courses petitioned to be transferred must be on file in the College of Graduate Studies and Research. At least one-third of credits toward a graduate degree must be earned at ASU. No graduate work for which the student received a grade lower than “B” will be accepted for transfer credit. All transferred coursework must have been completed no more than six years prior to the awarding of the master’s degree at ASU.

It is the student’s responsibility to:

- Make the request for transfer credit to the M.S.W. Program Director;

- Obtain and supply the official transcripts for requested courses; and

- Submit a copy of each course syllabus from the original school to the M.S.W. Program Director for the courses whose credits are to be transferred.

**Credit for Experience, Correspondence and Extension Courses, or Other Non-Academic Training**

Angelo State University does not allow the transfer or use of graduate credit earned by experience or by correspondence or extension courses to apply toward a master’s degree. Further, the M.S.W. program does not accept non-academic training for transfer credit toward the master’s degree (e.g., work experience, field education experience, continuing education credits, and life experience).
The M.S.W. Program

Whether pursuing the advanced generalist or the clinical specialization, a thoughtful selection of advanced elective courses in conjunction with a well-chosen corresponding field education location can effectively build knowledge and skills sets across a wide range of social work practice opportunities, such as:

- Children, adolescents, and families;
- Active military members, veterans, and military families;
- Health and mental health settings;
- Addictions and substance use disorders;
- Gerontology and aging populations; and
- Social and community development.

The M.S.W. Curriculum

The M.S.W. program’s curriculum is designed to prepare graduate-level social work practitioners to work in a variety of areas including, but not limited to, child, adolescent, and family services; health and mental health; addictions and substance abuse; criminal justice and corrections; and gerontology and aging within a variety of community social service organizations. In addition, the M.S.W. degree also prepares graduates for state licensure (L.M.S.W. and L.C.S.W.) exams.

An emphasis is placed on the ecological perspective, providing students with an understanding of the reciprocal relationship between a person and the environment. The general intervention model serves as the template for engaging, intervening, and assessing clients. In addition to these approaches, a range of theories are applied throughout the curriculum to offer students a variety of lenses through which social workers examine, interpret, and seek to improve human behavior through the course of the lifespan.
The first 30 hours of the M.S.W. program is comprised of the foundational knowledge, skills, and values of the social work profession and includes courses that examine theories of human behavior, policy history, policy analysis, advocacy, research, and practice with individuals, groups, organizations, and communities. This foundation comprises the fall, spring, and summer semesters of the first year of the program and is called the generalist year. It is meant to provide those students who do not possess a bachelor's degree in social work with the knowledge, skills, and values they would have obtained as an undergraduate student.

The second 30 hours of the M.S.W. program is comprised of advanced social work knowledge, values, and skills with an emphasis in either advanced generalist or clinical practice. The following fall, spring, and summer semesters comprise the final year of the program and is called, the specialization year. It provides the advanced training in social work knowledge, values, and skills required of graduate-level practitioners as well as prepares students for the M.S.W. licensing exam.

The Traditional Track

All traditional track students begin their M.S.W. program by taking the foundation year curriculum, which is identical for all students regardless of intended specialization. The purpose of the generalist year is to provide those students who have not obtained a baccalaureate in social work the necessary theoretical and practice-based knowledge upon which the advanced year is founded. It provides a thorough overview of the coursework students receive by obtaining a B.S.W. degree. Thus, the traditional track of the M.S.W. program consists of two (2) years of study: the generalist year and the specialization year. Students must complete all generalist year coursework before taking specialization year coursework.

The Advanced Standing Track

Because advanced standing students have already obtained a B.S.W. degree, it is assumed they are already familiar and proficient with the foundational knowledge of theoretical and practice-based social work knowledge as demonstrated by their baccalaureate. As such, advanced standing students immediately commence the curriculum of their chosen specialization: advanced generalist or clinical practice. Therefore, the advanced standing track of the M.S.W. program consists of only one (1) year of study: the specialization year.
The Generalist Year Sequence (Traditional Track)

The following sequence of courses constitutes the generalist year curriculum listed in the order in which each course should be completed. It is important that all courses are taken in the sequence listed to graduate in the projected time allotted.

**Full-time Generalist Sequence**

**Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6301</td>
<td>Social Work Practice I - Individuals and Families</td>
</tr>
<tr>
<td>SWK 6303</td>
<td>Social Work Practice II - Communities and Organizations</td>
</tr>
<tr>
<td>SWK 6311</td>
<td>Human Behavior in the Social Environment I</td>
</tr>
<tr>
<td>SWK 6321</td>
<td>Social Work History and Social Welfare Policy</td>
</tr>
</tbody>
</table>

**Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6313</td>
<td>Human Behavior in the Social Environment II</td>
</tr>
<tr>
<td>SWK 6335</td>
<td>Social Work Research for Practice</td>
</tr>
<tr>
<td>SWK 6337</td>
<td>Social Work Foundation Field Seminar and Practicum I (200 hours)</td>
</tr>
</tbody>
</table>

**Summer Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6305</td>
<td>Social Work Practice III - Groups</td>
</tr>
<tr>
<td>SWK 6323</td>
<td>Social Work Policy and Advocacy</td>
</tr>
<tr>
<td>SWK 6339</td>
<td>Social Work Foundation Field Seminar and Practicum II (200 hours)</td>
</tr>
</tbody>
</table>

**Part-time Generalist Sequence**

**Fall Semester – Year 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6311</td>
<td>Human Behavior in the Social Environment I</td>
</tr>
<tr>
<td>SWK 6321</td>
<td>Social Work History and Social Welfare Policy</td>
</tr>
</tbody>
</table>

**Spring Semester – Year 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6313</td>
<td>Human Behavior in the Social Environment II</td>
</tr>
<tr>
<td>SWK 6335</td>
<td>Social Work Research for Practice</td>
</tr>
</tbody>
</table>

**Summer Semester – Year 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6305</td>
<td>Social Work Practice III - Groups</td>
</tr>
<tr>
<td>SWK 6323</td>
<td>Social Work Policy and Advocacy</td>
</tr>
</tbody>
</table>
### Fall Semester – Year 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6301</td>
<td>Social Work Practice I - Individuals and Families</td>
</tr>
<tr>
<td>SWK 6303</td>
<td>Social Work Practice II - Communities and Organizations</td>
</tr>
</tbody>
</table>

### Spring Semester – Year 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6337</td>
<td>Social Work Foundation Field Seminar and Practicum I (200 hours)</td>
</tr>
</tbody>
</table>

### Summer Semester – Year 2

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6339</td>
<td>Social Work Foundation Field Seminar and Practicum II (200 hours)</td>
</tr>
</tbody>
</table>

### The Specialization Year Sequence (Traditional and Advanced Standing Tracks)

The following sequence of courses constitutes the specialization year curricula listed in the order in which each course should be completed depending on the selected specialization. Like the generalist year, it is important that all courses are taken in the sequence listed to graduate in the projected time.

Traditional track students confirm their selected specialization at the end of the spring semester of their generalist year. Advanced standing students confirm their selected specialization at their time of application. While changing from one to another specialization is possible, it will result in lengthening the time it takes to complete the M.S.W. program.

### Full-time Advanced Generalist Sequence

#### Fall Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6361</td>
<td>Advanced Social Work Practice I</td>
</tr>
<tr>
<td>SWK 6363</td>
<td>Diversity and Multicultural Practice</td>
</tr>
<tr>
<td>SWK 6365</td>
<td>Social Work Administration and Management</td>
</tr>
<tr>
<td>SWK 6384 or SWK 6385</td>
<td>Social Work and Corrections or Advanced Practice in Mental Health</td>
</tr>
</tbody>
</table>

#### Spring Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6367</td>
<td>Advanced Research: Practice and Program Evaluation</td>
</tr>
<tr>
<td>SWK 6369</td>
<td>Advanced Social Work Practice II</td>
</tr>
<tr>
<td>SWK 6373</td>
<td>Social Work Advanced Field Seminar and Practicum I (250 hours)</td>
</tr>
<tr>
<td>SWK 6383 or SWK 6386</td>
<td>Advanced Practice with Children and Families or Advanced Clinical Gerontology</td>
</tr>
</tbody>
</table>
### Summer Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6370</td>
<td>Advanced Policy Analysis and Advocacy</td>
</tr>
<tr>
<td>SWK 6374</td>
<td>Social Work Advanced Field Seminar and Practicum II (250 hours)</td>
</tr>
<tr>
<td>SWK 6375</td>
<td>Advanced Integrative Seminar</td>
</tr>
<tr>
<td>SWK 6382</td>
<td>Spirituality and Religion in Social Work Practice</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>SWK 6387</td>
<td>Addictions and Treatment in Social Work Practice</td>
</tr>
</tbody>
</table>

### Part-time Advanced Generalist Sequence

#### Fall Semester – Year 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6361</td>
<td>Advanced Social Work Practice I</td>
</tr>
<tr>
<td>SWK 6363</td>
<td>Diversity and Multicultural Practice</td>
</tr>
</tbody>
</table>

#### Spring Semester – Year 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6369</td>
<td>Advanced Social Work Practice II</td>
</tr>
<tr>
<td>SWK 6383</td>
<td>Advanced Practice with Children and Families</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>SWK 6386</td>
<td>Advanced Clinical Gerontology</td>
</tr>
</tbody>
</table>

#### Summer Semester – Year 1

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6370</td>
<td>Advanced Policy Analysis and Advocacy</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>SWK 6382</td>
<td>Spirituality and Religion in Social Work Practice</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>SWK 6387</td>
<td>Addictions and Treatment in Social Work Practice</td>
</tr>
</tbody>
</table>

#### Fall Semester – Year 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6365</td>
<td>Social Work Administration and Management</td>
</tr>
<tr>
<td>SWK 6384</td>
<td>Social Work and Corrections</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>SWK 6385</td>
<td>Advanced Practice in Mental Health</td>
</tr>
</tbody>
</table>

#### Spring Semester – Year 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6367</td>
<td>Advanced Research: Practice and Program Evaluation</td>
</tr>
<tr>
<td>SWK 6373</td>
<td>Social Work Advanced Field Seminar and Practicum I (250 hours)</td>
</tr>
</tbody>
</table>

#### Summer Semester – Year 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6374</td>
<td>Social Work Advanced Field Seminar and Practicum II (250 hours)</td>
</tr>
<tr>
<td>SWK 6375</td>
<td>Advanced Integrative Seminar</td>
</tr>
</tbody>
</table>
### Full-time Clinical Sequence

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6362</td>
<td>Introduction to Clinical Social Work Practice</td>
</tr>
<tr>
<td>SWK 6364</td>
<td>Clinical Social Work Theory for Direct Practice</td>
</tr>
<tr>
<td>SWK 6365</td>
<td>Social Work Administration and Management</td>
</tr>
<tr>
<td>SWK 6384 or SWK 6385</td>
<td>Social Work and Corrections or Advanced Practice in Mental Health</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6387</td>
<td>Advanced Research: Practice and Program Evaluation</td>
</tr>
<tr>
<td>SWK 6373</td>
<td>Social Work Advanced Field Seminar and Practicum I (250 hours)</td>
</tr>
<tr>
<td>SWK 6386</td>
<td>Social Work and Psychopathology</td>
</tr>
<tr>
<td>SWK 6383 or SWK 6386</td>
<td>Advanced Practice with Children and Families or Gerontology in Social Work Practice</td>
</tr>
</tbody>
</table>

### Summer Semester

| SWK 6387 | Advanced Clinical Health Policy |
| SWK 6373 | Social Work Advanced Field Seminar and Practicum II (250 hours) |
| SWK 6375 | Advanced Integrative Seminar |
| SWK 6382 or SWK 6387 | Spirituality and Religion in Social Work Practice or Addictions and Treatment in Social Work Practice |

### Part-time Clinical Sequence

<table>
<thead>
<tr>
<th>Fall Semester – Year 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6362</td>
<td>Introduction to Clinical Social Work Practice</td>
</tr>
<tr>
<td>SWK 6364</td>
<td>Clinical Social Work Theory for Direct Practice</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester – Year 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SWK 6383 or SWK 6386</td>
<td>Advanced Practice with Children and Families or Gerontology in Social Work Practice</td>
</tr>
<tr>
<td>SWK 6386</td>
<td>Social Work and Psychopathology</td>
</tr>
</tbody>
</table>
### Academic and Professional Advising

All M.S.W. students will be advised by their faculty advisor prior to the start of each semester. Advising includes discussions of academics, professional development, and career development. If a student takes issue with a decision or comments made by a social work faculty member during the academic and professional advising process, the student is directed to first discuss the issue or circumstance with the particular faculty member. If a resolution to the issue cannot be reached, the student is directed to address their appeal in writing to the M.S.W. Program Director. After the written appeal is received, a conference between the student and the M.S.W. Program Director will be scheduled as soon as possible to address the issue. If a resolution cannot be reached at this level, the student may appeal this decision in writing to the Department Chair.

### The Master's Portfolio

The Master’s Portfolio project is the M.S.W. program’s capstone assignment which, in conjunction with the comprehensive examination, forms the culminating assessments of all master’s degree candidates regardless of program option or curricular specialization. Work from throughout the master’s program is organized and discussed according to social work
competencies in knowledge and skills gained during the course of study. This project will discussed in a separate, non-credit seminar and requires its own textbook: Digital Portfolio Construction: A Guide for Showcasing Social Work Skills written by Fitch, Ruffalo, and Austin (ISBN: 9781516527106).

The Comprehensive Examination

As stated, the comprehensive examination is one of two crowning overall assessments for students of the M.S.W. program. Colloquially referred to as the “comp exam,” this assessment is covered in depth during the Advanced Field Seminar and Practicum courses (SWK 6373 and SWK 6374). Students are required to purchase exam preparation materials through the University bookstore. This exam fulfills two important functions: it assesses student competency in graduate-level social work education and prepares the student for the M.S.W. licensure examination administered by ASWB.

All on-campus students and all online students living within 250 miles of San Angelo must take the comprehensive examination in person. Rare exceptions to this policy may be made on an extremely limited case-by-case basis by the M.S.W. Program Director, who makes the final decision.
The M.S.W. Curriculum

The M.S.W. program at ASU has three groups of courses that form the overall curriculum: generalist courses, advanced generalist courses, and clinical courses. Both the on-campus and the online program options follow the same

Generalist Courses

6301 Social Work Practice I – Individuals and Families (3-0-0). This foundation course provides a generalist practice overview of social work values, skills, and knowledge from an empowerment and strengths perspective. This course focuses on solution-focused, cognitive-behavioral, and task-centered approaches and provides an introduction to the assessment of individuals in family and environmental contexts. Prerequisite:

6303 Social Work Practice II – Communities and Organizations (3-0-0). This foundation course provides a generalist practice overview of social work values, skills, and knowledge from an empowerment and strengths perspective. This course focuses on macro-level community practice and involves the integration of theory, skills, and techniques to intervene with groups, organizations, and communities. Prerequisite:

6305 Social Work Practice with Groups (3-0-0). This foundation course focuses on developing knowledge, skills, and competencies in facilitating groups in a variety of practice settings. Students learn the theoretical approaches related to group evolution and processes, including group dynamics and influences of member characteristics. Prerequisite:

6311 Human Behavior in the Social Environment I (3-0-0). This foundation course examines the dynamics of human behavior in society, families, and groups from a wide range of perspectives, including biological, psychological, systems, and social. The course also addresses issues of diversity, including anti-religious hate, ethnocentrism, racism, and physical/intellectual disability. Developmental theories are emphasized and applied to populations from birth through young adulthood. Prerequisite:
6313 Human Behavior in the Social Environment II (3-0-0). This foundation course analyzes biopsychosocial developmental theories and practical knowledge of human development from young to late adulthood and death. Course content concentrates on diversity issues impacting individuals, families, groups, and society (such as race, gender, class, culture, age, religious background, and sexual orientation) while paying specific attention to populations suffering from and at risk for oppression and neglect.

6321 Social Work History and Social Welfare Policy (3-0-0). This foundation course examines the historical and current development of the social work profession and U.S. social welfare delivery system. Course content is designed to emphasize the effect of social policies on client systems at the micro-, mezzo-, and macro-levels. Students will conduct critical analysis of social problems, current policies, and service responses with an emphasis on the mutual relationships among policies, practice, and research and the investigation of the impact of social policy upon diverse and vulnerable groups. Prerequisite:

6323 Social Work Policy Practice and Advocacy (3-0-0). This course introduces foundational knowledge and skills in policy practice, including the policy-making process and intervention techniques aimed at impacting and changing social welfare and public policies. Course content includes analysis of contemporary social issues, public policy, social welfare programs, and strategies for empowering diverse groups. Prerequisite:

6335 Social Work Research for Practice (3-0-0). This course covers foundational concepts, principles, and methods of scientific inquiry focusing on quantitative and qualitative designs and analysis as well as use of existing research in practice and policy. Students will learn to apply qualitative and quantitative research methods to the problems of social work practice and explore cultural and ethical considerations and explore cultural and ethical considerations in the role of research in advocating for underserved and special populations. Prerequisite:

6337 Social Work Foundation and Field Seminar and Practicum I (3-0-0). This seminar facilitates the integration of foundation field practicum and classroom learning through processing and discussion of field issues and situations. Students gain knowledge and apply models of critical reflective practice, effective use of supervision, and ethical decision-making. The course includes a supervised social work field practicum in a community agency or program related to current coursework and requires a minimum of 200 clock hours at the agency. Application to field practicum is required. Practice
experience and demonstration of foundation social work skills is gained in an applied setting. Prerequisite:

6339 Social Work Foundation Field Seminar and Practicum II (3-0-0). This seminar facilitates the integration of foundation field practicum and classroom learning through processing and discussion of field issues and situations. Students gain knowledge and apply models of critical reflective practice, effective use of supervision, and ethical decision-making. The course includes a supervised social work field practicum in a community agency or program related to current coursework and requires a minimum of 200 clock hours at the agency. Application to field practicum is required. Practice experience and demonstration of foundation social work skills is gained in an applied setting. Prerequisite:

**Specialization (Advanced Generalist and Clinical) Courses**

6361 Social Work Advanced Practice I (3-0-0). This advanced practice course focuses on biopsychosocial perspectives about mental health and disorders across the lifespan. Course content introduces the major diagnostic classification systems with a primary focus on the Diagnostic and Statistical Manual of Mental Disorders (DSM). Students will utilize multiple assessment tools in order to effectively lead and intervene with clients at every system level. Content is designed to build assessment skills and the diagnostic processes utilizing the DSM with an emphasis on facilitating a holistic, multidimensional assessment inclusive of strengths, and an analysis of diagnostic systems in relation to social work values and ethics. Prerequisite:

6362 Introduction to Clinical Social Work Practice (3-0-0). This course provides a general overview of clinical practice with a focus on assessment, intervention, evaluation strategies, knowledge, skills, and theories needed as a clinical social work practitioner. Prerequisite:

6363 Advanced Diversity and Multicultural Practice (3-0-0). This advanced practice course provides an analysis of human diversity in the context of social work practice. Course content addresses related theoretical frameworks and the negative impact of power, privilege, oppression, and stigma upon diverse individuals and groups. Students are expected to develop the knowledge and skills to work effectively with diverse populations and protect human civil rights, as well as, enhance self-awareness to increase sensitive practice. Prerequisite:
6364  Clinical Social Work Theory for Direct Practice (3-0-0). This course examines major psychotherapy and counseling theories applied in clinical social work practice. Prerequisite:

6365  Advanced Social Work Administration and Management (3-0-0). This advanced practice course provides students with theories and skills needed for administration of direct service staff and management skills across a variety of human service settings with an emphasis on managing competing and limited resources. Course content addresses relevant theories and models of supervision and administration. Key skills are identified which enable students to effectively manage and create resources, develop and impact organizational policies, and serve as effective administrators and supervisors. Prerequisite:

6367  Advanced Research: Practice and Program Evaluation (3-0-0). The scientific method in social work research is presented. The methods of empirical research for knowledge-building, the role of research in theory construction, research designs and data analysis, and methods of practice and program evaluation are introduced. Students will apply quantitative and qualitative methods and analysis in order to gain knowledge and skills about practice and program accountability and effectiveness. Course content will focus upon evaluation of social work practice and programs including single-system designs, needs assessments, and process and program evaluation. Prerequisites:

6369  Advanced Social Work Practice II (3-0-0). This advanced practice course builds on prior coursework and presents theories and key practice models of evidence-informed social work interventions with diverse individuals and families. Course content focuses on engagement at each stage of the intervention process and will provide experiential learning through participation in case simulations, role plays, and other exercises. Prerequisite:

6370  Advanced Policy Analysis and Advocacy (3-0-0). This advanced course builds upon policy practice skills and knowledge and macro-level community practice techniques. Course content presents frameworks for policy research and analysis. Students will conduct advanced analysis and critique of social welfare populations. Students will develop advocacy and intervention techniques aimed at positively impacting social welfare and public policies. Students will also develop written and verbal persuasion skills. Prerequisite:

6372  Advanced Clinical Health Policy (3-0-0). This course focuses on the development and implementation of health and mental health policy.
6373 Social Work Advanced Field Seminar and Practicum I (3-0-0). This course facilitates experiential opportunities allowing for the integration of advanced field practicum and classroom learning through processing and discussion of field issues and situations. Course content includes assignments based upon advanced field social work topics, attendance to a weekly field seminar class, supervised social work field practicum in an agency setting, and includes practice in a community agency or program related to current coursework. Students are expected to demonstrate advanced social work skills in an applied setting. Students are required to complete a minimum of 250 clock hours in the agency and must receive a grade of “B” or better. Prerequisite:

6374 Social Work Advanced Field Seminar and Practicum II (3-0-0). This course facilitates experiential opportunities allowing for the integration of advanced field practicum and classroom learning through processing and discussion of field issues and situations. Course content includes assignments based upon advanced field social work topics, attendance to a weekly field seminar class, supervised social work field practicum in an agency setting, and includes practice in a community agency or program related to current coursework. Students are expected to demonstrate advanced social work skills in an applied setting. Students are required to complete a minimum of 250 clock hours in the agency and must receive a grade of “B” or better. Prerequisite:

6382 Spirituality and Religion in Social Work Practice (3-0-0). This course provides a comprehensive framework of values, knowledge, and skills for spiritually sensitive, ethical, and culturally appropriate practice with diverse religious and non-religious clients. Spirituality is examined as an integral piece of a strengths-based approach to social work practice with diverse and/or vulnerable clients. Students explore beliefs, values, and social welfare applications of Buddhism, Christianity, Confucianism, Deep Ecological, Existentialism, Hinduism, Indigenous perspectives, Islam, Judaism, and Transpersonal theories. This elective course integrates a contemporary global perspective with critical self-reflection. Prerequisite:

6383 Advanced Practice with Children and Families (3-0-0). This course focuses on the characteristics, strengths, and needs of children and their families. Students will develop assessment and intervention skills needed to work effectively with a variety of issues related to children, parents, and family. Course content includes techniques such as child therapy, play therapy, behavioral contracting, cognitive behavioral interventions, and crisis intervention. Prerequisite:
6384 Social Work and Corrections (3-0-0). A study of the interface of social work and the correctional system including offender rehabilitation. Topics include the roles of correctional personnel, crisis intervention, the assessment and treatment of juveniles and adults, justice-involved special populations, casework in correctional settings, and the evaluation of treatment and rehabilitation programs. Prerequisite:

6385 Advanced Practice in Mental Health (3-0-0). This course focuses on assessment and intervention with those experiencing acute and chronic mental health issues and disabilities. Course content addresses the delivery of services to various populations (children, adolescents, and adults), service delivery systems (community, mental health, and managed care), and a wide variety of mental health problems. Additional topics include well-being, ethics, case management, treatment planning, the DSM, and substance abuse.

6386 Social Work and Psychopathology (3-0-0). An examination and application of the diagnostic criteria and epidemiological data found in the most current edition of the DSM. This use of initial and ongoing assessment data to formulate diagnostic hypotheses is of primary concern. Prerequisite:

6387 Social Work Addictions and Treatment (3-0-0). This course examines substance and behavioral (process) addiction (e.g., eating, gambling, shopping, Internet, and/or sex) disorders in a variety of client populations. Students will investigate aspects that include (but are not limited to) theoretical approaches (including stages of change and the disease concept of addiction), assessment and diagnosis, and the impact of addictions and addictive behaviors on the client and others. Best practices in the counseling and treatment of addictive behavior and co-occurring disorders will be the backdrop against which the above-named aspects will be presented. Prerequisite:

6396 Advanced Clinical Gerontology (3-0-0). This course examines social work practice theories, multidimensional assessment, and intervention approaches and skills as they apply to practice with older adults and their families. Diversity among older people will be emphasized, including the discussion of lifelong integration of personal experiences and client populations that range from healthy elders and older adults and their families who are facing end-of-life issues. Prerequisites:
The Academic Policies of the M.S.W. Program

Academic Policies Specific to the M.S.W. Program

Field Education Placements. The social work field education experience is administrated by the Social Work Program’s Field Education Director. According to the CSWE, field education, is the signature pedagogy of the social work profession in which students become socialized as a practitioner while integrating theory with practice. Its intent is to combine the theory of the classroom with the reality of the practice environment. Only social work majors may enroll in a social work field education course. Student placements in particular field settings are negotiated between the student and the M.S.W. Field Education Director. Please see the M.S.W. Field Education Manual for details about field education requirements and placements.

Substance Use. Angelo State University does not condone the possession, use, or distribution of marijuana, LSD, other hallucinogenic drugs, or narcotics by anyone in any campus facility or during practicum or at an internship site. Additionally, ASU has established a drug free campus policy where the unlawful manufacture, distribution, dispensation, possession, or use of any drug, narcotic, or controlled substance is prohibited on campus or practicum or internship site by university policy and by the Texas Tech University System Board of Regents as well as by state and federal statute. Any individual found in violation of this policy is subject to disciplinary action pursuant to policy.

Requirement to Follow the Texas Behavioral Health Executive Council and Texas State Board of Social Worker Examiners Rules and Regulations. Students who have been admitted into the M.S.W. program are required to follow the Texas Behavioral Health Executive Council and Texas State Board of Social Worker Examiners Rules and Regulations found in the Consolidated Rule Book for Social Work (https://www.bhec.texas.gov/statues-and-rules/index.html). Violations of these rules and regulations will result in dismissal from the M.S.W. program.
Practice as a Student and the Use of Titles. M.S.W. students may practice social work if they are licensed to do so at their usual place of employment or in their private practice. A license to practice social work of any kind is required. Additionally, M.S.W. students may refer to themselves as a social worker if they are licensed to do so. Otherwise, students may refer to themselves as a social work master's students.

Academic Standing: Good Standing, Probation, and Dismissal

The standards for academic standing set by the College of Graduate Studies and Research and are intended to define the academic requirements for continuation of graduate study and are listed in the university's Operating Policy and Procedure 42.04 (accessible via https://angelo.policystat.com/). The three (3) types of academic status used by the College of Graduate Studies and Research are defined as:

- **Good Standing**: A graduate student with regular status is academically in good standing if his or her grade point average for all graduate work completed at Angelo State University is at least 3.00;

- **Probation**: When a regular graduate student’s grade point average drops below a 3.00, the student is placed on academic probation. A graduate student who is granted provisional admission is considered to be on academic probation until the provisions under which the student was admitted are satisfied; and

- **Dismissal**: A regular status student who grade point average is 2.00 or lower may be dismissed from the College of Graduate Studies and Research. A student on probation, as defined above, may be dismissed from the College of Graduate Studies and Research if the student’s grade point average is below a 3.00 during the probationary period or drops below a 3.00 in any subsequent semester. A graduate student whose performance is unsatisfactory on the first and second administration of the comprehensive examination may be dismissed from that graduate program if recommended by the appropriate department committee.

In addition to the standards of the College of Graduate Studies and Research, the M.S.W. program has set forth its own additional criteria related to academic standing, probation, and dismissal:
• **Failing and Repeating Courses:** Students are allowed to fail a maximum of two (2) separate courses throughout the duration of the M.S.W. program (i.e., receive a grade of D or lower). A failed course may be repeated once. If the course is not satisfactorily completed (a grade of C or better) when retaken, the student will be dismissed from the program. If three (3) or more courses throughout the duration of the M.S.W. program receive failing grades, the student will be dismissed from the program;

• **“C” Grades:** Students may receive two (2) “C” grades for courses throughout the M.S.W. program that they will not be required to repeat. Additional courses receiving a “C” grade must be repeated for a satisfactory (B or better) grade. Students who receive more than two “C” course grades and choose not to repeat one or more for a satisfactory grade will be dismissed from the program. See the next bullet point for a course-specific exception to this policy;

• **Field Practicum:** Due to the pedagogical and professional importance of the field education experience, two courses must receive a grade of “B” or better for the student to graduate from the M.S.W. program: SWK 6339: Social Work Foundation Field Seminar and Practicum II and SWK 6374: Social Work Advanced Field Seminar and Practicum II; and

• **Comprehensive Examination:** Students in the M.S.W. program are allowed three attempts to satisfactorily complete the comprehensive examination which is administered in the final semester of the program. Students who are unable to pass the comprehensive examination after three attempts are dismissed from the program.

**Academic Policies Relating to All University Programs**

**Academic Honesty.** The university expects all students to engage in all academic pursuits in a manner that is beyond reproach. Students will be expected to maintain complete honesty and integrity in their experiences in the classroom. Any student found guilty of any form of dishonesty in academic work is subject to disciplinary action. Procedures for discipline due to academic dishonesty have been adopted by the Texas Tech University Board of Regents and are published under the Section on Student Services and Activities in the University’s Student Handbook. In summary, the Social Work Program’s policy concerning academic honesty is consistent with Angelo
State University’s policy concerning academic honesty found in the University Graduate Catalog.

**Plagiarism.** Plagiarism is the action or practice of taking previously produced work, ideas, etc., and presenting it as new. This includes one’s own work. The act of plagiarism is considered to be literary theft. It is unacceptable to copy a piece of work verbatim without the use of quotation marks and the appropriate reference citation.

It is the student’s responsibility to be aware of what plagiarism is (including self-plagiarism) as well as how to properly cite material using the most recent publication guidelines established by the American Psychological Association (currently 7th edition). It is expected that students will summarize and paraphrase ideas, giving appropriate credit to the source in both the body and the references sections of submitted work. Papers are subject to be evaluation for originality via Turnitin, SafeAssign, or other such software. Please consult the ASU Writing Center resources for more information. Students found in violation of plagiarism (whether intentionally or unintentionally) during the M.S.W. program may be subject to a variety of consequences including (but not limited to) a zero grade for the submission, a zero grade for the course, and/or dismissal from the M.S.W. program.

**Technology Requirements.** Course syllabi, video lectures, and supplementary learning materials are all posted via Blackboard, ASU’s learning management system. Online students are required to abide all technology requirements as their ability to access and participate course material depends on online access.

On-campus students are highly encouraged to possess the technology requirements listed below to ensure the ability to meaningfully participate in all supplemental coursework throughout the M.S.W. program. While on-campus students do have the ability to access computer technology supplied via student computer labs across campus, graduate students often find they engage in their studies at all times of day throughout the week. It is the student's responsibility possess or have access to the listed technology requirements to access online learning resources.

- Computer capable of running Windows 7 or later or Mac OSX 10.8 or later
- Latest version of Firefox, Safari, or Chrome (or other Chromium-based) Internet web browser
- High-speed Internet access (required for online video conferencing, such as WebEx, as well as Internet-based testing)
• Ethernet adapter cable (required for Internet-based testing; wireless connections may intermittently drop, resulting in incomplete test submission)
• Webcam (required for online video conferencing and Internet-based testing)
• Microsoft Office (or compatible Office suite software)
• Adobe Acrobat Reader (or other PDF viewing software)

Student Rights. Students have a right to study and work in a non-discriminatory environment free from harassment. The ASU M.S.W. program affirms and respects diversity and difference among students, faculty, field instructors, staff, and others involved in the program. Students have a right to appeal certain decisions and file grievances, including (but not limited to) admission decisions, academic and professional advising comments and recommendations, and so forth. If a student takes issue with a decision made by a social work faculty member, the student is directed to first discuss the issue or circumstance with the particular faculty, staff member, or administrator in question. If a resolution to the issue cannot be reached, the student is directed to address their appeal in writing to the M.S.W. Program Director. After the written appeal is received, a conference between the student and the M.S.W. Program Director will be scheduled as soon as possible to address the issue. If a resolution still cannot be reached, the student may appeal the decision in accordance with university policy through the proper channels (as listed in the University Graduate Catalog). In most cases, the decision of the M.S.W. Program Director is final; however students are advised to follow ASU’s appeal and grievance policies found in the University Graduate Catalog.

Student Absence for Observance of Religious Holy Days. A student who intends to observe a religious holy day should make that intention known in writing (email is acceptable) to the instructor prior to the absence. Please see Operating Policy 10.19 – Student Absence for Observance of Religious Holy Day (accessible via https://angelo.policystat.com/) for more information.

Accommodations for Students with Disabilities. Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA), and subsequent legislation.
Student Disability Services is located in the Office of Student Affairs and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs in the Houston Harte University Center, room 112 or by contacting the department via email at ADA@angelo.edu For more information about the application process and requirements, visit the Office of Student Disabilities Services’ web pages (https://www.angelo.edu/current-students/disability-services/).

The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dr. Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
Houston Harte University Center, Room 112
(325) 942-2047
dallas.swafford@angelo.edu

**Title IX at Angelo State University.** Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VIII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of sexual misconduct. Sexual misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic or dating violence), sexual violence, and any other misconduct based on sex.

Students are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center at (325) 942-2371.

Any incidents involving sexual misconduct should be reported to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Miller, J.D. You may submit reports in the following ways:
Online: https://www.angelo.edu/incident-form
Face-to-face: Mayer Administration Building, Room 210
Phone: (325) 942-2022
Email: michelle.miller@angelo.edu

All faculty members at ASU are mandatory reporters and must report incidents sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325) 942-2371, the 24-hour Crisis Helpline (325) 486-6345, or the University Health Clinic (325) 942-2171. For more information about resources related to sexual misconduct, Title IX, or Angelo State University’s policy, go to the Office of Title IX Compliance at https://www.angelo.edu/current-students/title-ix/.
The M.S.W. Program Personnel and Organizations

There are many people who contribute to the work, development, and success of the M.S.W. program across the campus and the community. While it is difficult to name everyone involved in process from application to registration to graduation and everything in between, the following pages list the persons with whom students are most likely to interact.

Social Work Faculty and Staff

Christopher Shar, Ph.D., M.S.W., M.S., ICAADC  
*M.S.W. Program Director and Assistant Professor*

Sam Gallander, LCSW  
*M.S.W. Field Education Director and Clinical Assistant Professor*

Jason Aleman, Ph.D., M.S.W.  
*Clinical Assistant Professor*

Denetria Brooks-James, D.S.W., LMSW  
*Assistant Clinical Professor*

Joel Carr, Ph.D., LCSW-S, LPC-S  
*D.S.W. Program Director and Associate Professor*

Chelsea Kading, M.S.W., LCSW  
*Clinical Instructor*

Andrew Rivera, M.S.W., LMSW  
*Bachelor of Social Work Field Education Director and Clinical Instructor*

Ingrid Russo, M.S.W., LCSW  
*Bachelor of Social Work Program Director and Clinical Associate Professor*
Anne Scaggs, D.Ed., LCSW  
*Online Support Coordinator and Clinical Associate Professor*

Sandy Seidel  
*Department of Social Work and Sociology Office Coordinator II*

Thomas Starkey, Ph.D., LCSW  
*Department of Social Work and Sociology Chairperson and Professor*

**Social Work Field Locations and Field Instructors**

*Abilene Behavioral Health*  
Katy Bruce, L.M.S.W.

*Alcohol & Drug Abuse Council for the Concho Valley*  
Chelsea Ashton, M.A., History  
Courtney Bingham, L.B.S.W.

*American Red Cross*  
Josh McDonald, M.A., History

*Adult Protective Services*  
Stu Stalder

*Area Agency on Aging*  
Toni Gutierrez, M.A., Counseling

*ASU Disability Office*  
Dallas Swafford, M.Ed.

*Baptist Memorials*  
Rachael Nash, L.B.S.W.

*Boys Ranch*  
Mike Children, B.S., Kinesiology

*Child Advocacy Center*  
Monica Escobedo, B.A., Psychology

*Concho Valley Community Action Agency*  
Iyla Blue

*Child Protective Services*  
Kelly Walker, B.A., Psychology  
Trista Johnson, B.S., Education  
Sylvia Morin, B.A., Business

*Crisis Intervention Unit*  
Rita Guthrie, M.S., Counseling

*Disability Connection*  
Anita Thomas

*Early Childhood Intervention Services*  
Crystal Berry, B.S., Education

*Goodwill Connection of West Texas*  
Brennan Favor, L.M.S.W.

*Guardianship Alliance*  
Lettitia McPherson, B.A., Psychology

*High Sky Children’s Ranch*  
Courtney Flores, B.A., Psychology

*Hospice of San Angelo*  
Ervilene Smith, L.C.S.W.
Juvenile Probation

La Esperanza Clinic

Meals for the Elderly

MHMR-Intellectual Developmental Disabilities

MHMR—Mental Health

MHMR—Mental Health Crisis Unit

ASU Multicultural Center

Family Shelter

Rape Crisis Center

River Crest Hospital

Rust Street Ministries

Sagecrest Alzheimer’s Unit

Salvation Army

San Angelo Odyssey Hospice

Senior Care Center

Shannon Behavioral Health

Shannon Clinic

Shannon Dialysis Center

Shannon Hospital

Shleicher Country Nursing Home

State Support Living Center

West Texas Guidance & Counseling

West Texas Rehabilitation Center

Workforce Solutions

Greg Graham, L.P.C.

Carina Sturgeon

Lori Rodriguez, B.S.W.

Gana Huff, B.A., Psychology

Brittany Shroeder, M.S., Psychology

Valerie Tillery

Heather Hodge, L.C.S.W.

Barbara Davis, L.C.S.W.

Bryan Elliot, L.M.F.T., L.P.C.

Sheila Knox, L.M.S.W.

Major Tim Grider

Christina Jimenez, L.M.S.W.

Jared Johsnon, L.B.S.W.

Roger Collins, L.P.C.

Yolanda Rodriquez, L.M.S.W.

Dana Jackson-Lange, L.M.S.W.

Karen Jansa, L.C.S.W.

Meloni Webb, L.B.S.W.

Vizion Jackson, L.C.S.W.

Dusty McCoy, L.P.C.

Barby Nobles, L.B.S.W.

Linda Diaz
The Social Work Community Advisory Committee

The Community Advisory Committee consists of representatives of the San Angelo area community and the Angelo State University campus and serves a number of important functions for the Department of Social Work and Sociology. The functions include:

- Enlist the input, feedback, and support of knowledgeable professional social workers to enhance the direction and quality of the ASU social work program;
- Review components of the social work program and make practice-based recommendations;
- Provide feedback and suggestions about the master’s program based on their understanding of the program, the needs of the local and surrounding communities, and experience with current students and graduates of the program.

Current voting members of the Community Advisory Committee are:

Courtney Bingham  
Alcohol and Drug Abuse Council for the Concho Valley  
courtneyb@adaccv.org

Mike Childress  
West Texas Boys Ranch  
wtbrmike@wtbr.org

Jennifer Dube  
Children’s Advocacy Center of Greater West Texas  
jdube@cacgreaterwtx.org

Melissa Hernandez  
Open Arms Rape Crisis Center and LGBT+ Services  
mhernandez@openarmscv.org

Roxann Sloan  
Crisis Intervention Unit  
roxann.sloan@co.tom-green.tx.us
Permanent non-voting members of the Community Advisory Committee include:

Concho Valley branch chairperson, National Association of Social Workers, Texas

Region 9 director, National Association of Social Workers, Texas

Members of the social work faculty

President of the Student Social Work Association

**Student and Professional Organizations**

**The Angelo State University Student Social Work Organization.** The Student Social Work Association (SSWA) is an official ASU student-led organization which welcomes all students university-wide to join on a voluntary basis. A social work faculty member serves as the faculty advisor and department liaison with organization's elected president. Regular meetings are held for students to discuss community activities as well as generate recommendations for the social work programs. SSWA is the primary mechanism for social work students to organize and have a voice in the department. All student members of the SSWA and department faculty are welcome to attend all meetings and sponsored events.

**Phi Alpha Honor Society.** The purpose of Phi Alpha is to facilitate engagement and relationships among social work students while fostering humanitarian goals and ideals. The organization endorses high academic standards for social work students and invites as members those students who have demonstrated academic excellence in their professional education. Both on-campus and online students are welcome to apply for membership. Admission criteria include:

- G.P.A. in the M.S.W. program of 3.25 or higher
- Good academic standing in the program
- Completion of 9 semester hours of M.S.W. program coursework
Professional Social Work Organizations. The following are some of the major social work and social work-related organizations in the United States to which social work students and professionals commonly belong as members.

- American Association of Marriage and Family Therapy
- American Association on Intellectual and Developmental Disabilities
- American Board of Clinical Social Work
- American Council for School Social Work
- American Counseling Association
- American Mental Health Counselors Association
- American Psychological Association
- American Public Health Association
- American Society of Criminology
- American Sociological Association
- Association for Behavior Analysis International
- Association for Oncology Social Work
- Association for Veterans Affairs Social Workers
- Association of Clinicians for the Underserved
- Association of Pediatric Oncology Social Workers
- Association of Social Work Boards
- Clinical Social Work Association
- Council on Social Work Education
- National Association for Alcohol and Drug Abuse Counselors
- National Association for Rural Mental Health
- National Association of Social Workers
- National Council on Family Relations
- National Organization of Forensic Social Work
- Psychologists, Social Workers and Counselors Section of the Academy of Spinal Cord Injury Professionals
- School Social Work Association
- Society for Research in Child Development
- Society for Social Work and Research
- Society for Social Work Leadership in Health Care
- The Gerontological Society of America