



# SCHOOL OF SOCIAL WORK

## SECTION CONTENTS

<b>Personnel</b>	.....	543
<b>1 The Memorial University of Newfoundland Code</b>	.....	543
<b>2 Student Code of Conduct</b>	.....	543
<b>3 School Description</b>	.....	543
3.1 Vision	.....	543
3.2 Mission	.....	543
3.3 Accreditation Status	.....	543
3.4 Academic and Professional Ethics	.....	543
<b>4 Description of Program</b>	.....	543
4.1 General Information	.....	543
4.2 Social Work Field Practica	.....	544
4.3 Field Practicum Preparation Seminars	.....	544
4.4 Bachelor of Social Work Pledge of Professionalism Ceremony	.....	544
4.5 Complementary Studies	.....	545
<b>5 Admission Regulations for the School of Social Work</b>	.....	545
5.1 General Information	.....	545
5.2 Application Forms and Deadlines	.....	546
5.3 Admission Requirements	.....	546
5.3.1 First Degree Program	.....	546
5.3.2 Second Degree Program	.....	546
5.3.3 Acceptance Procedures for Admission	.....	547
5.3.4 Admission Following Voluntary Withdrawal	.....	547
5.3.5 Admission Following Promotion Denied	.....	547
<b>6 Program Regulations</b>	.....	548
6.1 Bachelor of Social Work (as a First Degree)	.....	548
6.1.1 Program Residency Requirements	.....	548
6.2 Bachelor of Social Work (as a Second Degree)	.....	549
6.2.1 Program Residency Requirements	.....	549
<b>7 Academic Requirements and Promotion Regulations</b>	.....	549
7.1 General Information	.....	549
7.2 Promotion Status	.....	549
7.2.1 Clear Promotion	.....	549
7.2.2 Probationary Promotion	.....	549
7.2.3 Promotion Denied	.....	550
7.2.4 Other Information	.....	550
7.3 Leave of Absence	.....	550
7.4 Student Withdrawal	.....	550
<b>8 Graduation</b>	.....	550
<b>9 Waiver of School Regulations</b>	.....	551
9.1 General Information	.....	551
<b>10 Appeal of Regulations</b>	.....	551
<b>11 Course Descriptions</b>	.....	551

### List of Tables

Table 1 Complementary Studies	545
Table 2 Bachelor of Social Work (as a First Degree)	548
Table 3 Bachelor of Social Work (as a Second Degree)	549

[www.mun.ca/socwrk](http://www.mun.ca/socwrk)

#### Interim Dean

Hair, H.J., B.A. (Hons.) *Concordia, M.Sc. Guelph, M.A., Ph.D. Wilfrid Laurier*

Up-to-date personnel listings are available at [www.mun.ca/socwrk/about/people](http://www.mun.ca/socwrk/about/people).

## 1 The Memorial University of Newfoundland Code

The attention of all members of the University community is drawn to the section of the University Calendar titled **The Memorial University of Newfoundland Code**, which articulates the University's commitment to maintaining the highest standards of academic integrity.

## 2 Student Code of Conduct

Memorial University of Newfoundland expects that students will conduct themselves in compliance with University Regulations and Policies, Departmental Policies, and Federal, Provincial and Municipal laws, as well as codes of ethics that govern students who are members of regulated professions. The Student Code of Conduct outlines the behaviors which the University considers to be non-academic misconduct offences, and the range of remedies and/or penalties which may be imposed. Academic misconduct is outlined in **UNIVERSITY REGULATIONS - Academic Misconduct** in the University Calendar.

For more information about the *Student Code of Conduct*, see [www.mun.ca/student](http://www.mun.ca/student).

## 3 School Description

A social work program at Memorial University of Newfoundland commenced in 1963 with the offering of a two-year diploma in public welfare. In 1965, the Bachelor of Arts (Social Welfare) degree was initiated, continuing until 1970 when the Bachelor of Social Work was established. The School also offers graduate degrees at the master and doctoral level.

Social work courses are designed for delivery on a philosophical base of humanism and social justice. This is accomplished in an empowering teaching and learning environment, through the practice of anti-oppression principles, within the context of critical thinking. The curriculum in social work draws upon the substance and analytical processes of the social and behavioural sciences and of the humanities. It reflects Memorial University of Newfoundland and the School of Social Work's traditional commitments to serve the people of Newfoundland and Labrador within a global context.

Additional information can be found at the School of Social Work website at [www.mun.ca/socwrk](http://www.mun.ca/socwrk).

Students must meet all regulations of the School of Social Work in addition to those stated in the general regulations. For information concerning admission/readmission to the University and general academic regulations (undergraduate), refer to **UNIVERSITY REGULATIONS**.

For information regarding fees and charges, see the Financial and Administrative Services website at [www.mun.ca/finance/fees/](http://www.mun.ca/finance/fees/).

For information regarding scholarships, bursaries and awards, see [www.mun.ca/scholarships/scholarships](http://www.mun.ca/scholarships/scholarships).

### 3.1 Vision

The School of Social Work strives to strengthen human relationships and promote social justice through academic excellence.

### 3.2 Mission

The School of Social Work promotes social justice by providing social work education, conducting scholarly inquiry, disseminating knowledge and contributing to public policy and practice thereby addressing the needs and aspirations of the local and global communities with whom we collaborate and interact.

### 3.3 Accreditation Status

Graduates of Memorial University of Newfoundland's Bachelor of Social Work programs have been enjoying the benefits of full accreditation with the Canadian Association for Social Work Education (CASWE) since 1977. The First and Second Degree undergraduate programs offered by the School of Social Work are currently accredited by the CASWE.

### 3.4 Academic and Professional Ethics

The School of Social Work espouses the highest standards of academic and professional ethics and conduct as documented in the current Canadian Association of Social Workers *Code of Ethics* and the *Guidelines for Practice*. Ethical behaviour encompasses integrity, respect, and professionalism, and also means that students will take responsibility for their learning and pursue academic goals in an honest and engaged manner. These are principles, values, and expectations that the School of Social Work upholds as a member of the Canadian Association for Social Work Education.

When participating in coursework and field practica or representing the School at conferences and other research and academic activities, students are expected to demonstrate ethical behaviour. In decision-making, teamwork, and individual expression, students are expected to seek to understand the significance of social justice, fairness, equity and individual and collective rights.

In addition to meeting the *Student Code of Conduct*, students must meet the following guidelines for academic and professional ethics and conduct which are available at the School of Social Work website: The current Canadian Association of Social Workers *Code of Ethics* and the *Guidelines for Ethical Practice*, the *Bachelor of Social Work Programs Suitability for the Profession Policy & Procedures*, and the School of Social Work *Social Media Policy and Guidelines for Social Work Students*.

## 4 Description of Program

All courses of the School are designated by the abbreviation SCWK.

### 4.1 General Information

The Bachelor of Social Work (BSW) is a full-time program that is offered as a First or a Second Degree program and is comprised of course work and two field practica. The BSW degree qualifies graduates for beginning professional practice in social work settings.

The BSW curriculum reflects a balance of professional education and general education. The professional education courses are provided for students once they are admitted to the First Degree or Second Degree Bachelor of Social Work programs. The general

education is intended to equip students with knowledge in the humanities and relevant social sciences, including knowledge related to human development and behaviour in the social environment. The general education is addressed through complementary courses from disciplines outside the School of Social Work as outlined in **Complementary Studies** below.

The objectives of the undergraduate program are to prepare students to:

- promote social justice and social well-being and creatively challenge oppression;
- acquire and apply knowledge, skills, values, professional ethics and critical thinking abilities;
- recognize limitations and strengths as a beginning social work practitioner;
- integrate reflexively critical self-awareness;
- assume leadership in collaboration and interdisciplinary practice;
- utilize and participate in innovative and traditional inquiry and research models;
- creatively practice with diverse individuals and collectives;
- promote and critique the social work profession on regional, provincial, national and global levels;
- commit to the process of lifelong learning;
- participate collaboratively and respectfully in innovative teaching and learning processes; and
- address issues of transition and crisis in diverse contexts (individuals, families, groups, communities, formal organizations and society).

The aim of the BSW program is to develop social workers with generically based skills for working with individuals, families, communities, and groups. Students receive an education which prepares them to work in urban centres and rural settings. A special emphasis is placed on the importance of identifying local needs and developing the means of meeting these needs in the context of available resources.

There is a **Program Residency Requirement** for both the **First** and **Second** Degree programs requiring students to take specific courses on the St. John's campus. Although the majority of courses are taught on-campus, selected courses are occasionally taught online.

## 4.2 Social Work Field Practica

1. In addition to their course work, students are required to successfully complete two supervised 350 hour field practica which normally occur in Fall and Winter semesters. Students are normally expected to be available to engage in the field practicum for 28 hours each week during the semester in which the field practicum is scheduled.
2. Each field practicum is to be conducted in a setting and supervised by a qualified field instructor approved by the Field Education Coordinators, in compliance with the CASWE Standards for Accreditation and the relevant provincial legislation governing the practice of social work. Field instructors must possess, as a minimum qualification, a Bachelor of Social Work and/or a Master of Social Work from an accredited social work program plus a minimum of two years post-degree social work employment. Qualifications will be assessed in the case of international field practica.
3. Students normally are expected to be available for field practica anywhere within the Province of Newfoundland and Labrador.
4. Field practica may be offered in whole or in part outside the normal start and end dates of a semester.
5. The Field Education Coordinators are responsible for facilitating appropriate matches among students, field instructors, and field practicum settings. Although consideration will be given to all factors affecting the location and type of field practica, final approval of all field practica rests with the Field Education Coordinators. Students who refuse a field practicum deemed suitable by the Field Education Coordinators may be delayed in their program or prevented from completing their program of study.
6. Students are responsible for all costs associated with field practica including travel, immunizations, police records checks/vulnerable sector checks, child protection records checks, housing and living expenses.
7. Students shall submit an application, including a Student Brief Resume, to the Field Secretary in the preceding January for the Fall semester field practicum and the preceding September for the Winter semester field practicum.
8. Students shall complete agency specific requirements, such as criminal record checks, vulnerable sector checks, child protection records checks, or health checks, before starting the field practicum. Students unable to meet the agency's requirements may be delayed in their program or prevented from completing their program of study. Students are required to complete and update these requirements in a timely fashion and at their own expense. The requirements and procedures of any given agency may change from time to time and are beyond the control of the University.
9. Students may voluntarily withdraw or agree to voluntarily withdraw once from SCWK 3300 (Field Practicum 1) and once from SCWK 4302 (Field Practicum 2) with the prior approval of the field agency and the Field Education Coordinator. The withdrawal normally must occur by the deadline date to drop courses without academic prejudice according to the current Calendar. The student has one opportunity to repeat, complete, and pass each field practicum before proceeding in the program.
10. Students must successfully complete and have received final grades for all required courses before proceeding to each field practicum.

## 4.3 Field Practicum Preparation Seminars

In the semesters prior to their first field practicum, students are required to participate in six Field Practicum Preparation Seminars (Social Work 230A/B). These seminars review the field practicum requirements, aid students in writing resumes and preparing for interviews, and discuss ethics, professionalism, and respectful workplaces. Students must complete all required seminars and receive a passing grade for SCWK 230A in order to proceed to SCWK 230B. Students then must complete all required seminars and receive a passing grade for SCWK 230B in order to proceed to their first field practicum.

## 4.4 Bachelor of Social Work Pledge of Professionalism Ceremony

In the Winter semester, prior to their first field practicum, students are required to participate in the Bachelor of Social Work Pledge of Professionalism Ceremony. Students who do not meet this requirement may be delayed in starting their field practicum.

## 4.5 Complementary Studies

1. Complementary Studies is a collection of non-social work courses that provides students with opportunities to gain general knowledge of people and nature, develop analytical and critical thinking and communication skills, and explore the intersections of social, political, and economic elements in society. The six learning objectives of the Complementary Studies guide the selection of the chosen disciplines listed in **Table 1 Complementary Studies**.
2. The approved list of courses for each learning objective is maintained by the Office of the Associate Dean, Undergraduate Programs, of the School of Social Work. The course list is available at [www.mun.ca/socialwork/programs/undergraduate](http://www.mun.ca/socialwork/programs/undergraduate). Updates of approved or removed courses will happen in consultation with the appropriate committee(s) responsible for undergraduate curriculum.
3. Most of the approved courses do not require pre-requisites or co-requisites. Listed courses are subject to change and availability.
4. Students are required to successfully complete Complementary Studies courses as part of the admission requirement for the First and Second Degree programs.
5. Once admitted to the First Degree program, students successfully complete Complementary Studies courses in order to fulfill the general education course requirement.
6. Students in the First Degree program are permitted to use approved courses listed on the Social Work website for degree regulations subsequent to their year of entry to the Bachelor of Social Work Degree.
7. The number of courses students select for each Learning Objective in order to meet the admission requirements and the First Degree program of study requirements is outlined in **Admissions Regulations for the School of Social Work and Program Regulations**, respectively.

**Table 1 Complementary Studies**

<b>The Six Learning Objectives for Complementary Studies Courses</b>	<b>Approved Disciplines</b> Specific course numbers for each discipline can be found at <a href="http://www.mun.ca/socialwork/programs/undergraduate">www.mun.ca/socialwork/programs/undergraduate</a>
<b>Learning Objective One</b> Students will develop university knowledge and skills in critical reading, writing, and analysis.	Critical Reading and Writing Courses (CRW) chosen from the following disciplines: Archaeology, English, Folklore, Gender Studies, History, Philosophy, Political Science, Religious Studies
<b>Learning Objective Two</b> Students will develop foundational knowledge and appreciation for the various expressions and experiences of human and cultural diversity.	Anthropology, English, Gender Studies, Humanities, Linguistics, Psychology, Religious Studies, Sociology
<b>Learning Objective Three</b> Students will develop foundational knowledge and understanding of historical and contemporary experiences of Indigenous peoples of Canada.	Anthropology, Archaeology, English, Gender Studies, History, Humanities, Linguistics, Political Science, Law and Society, Religious Studies, Sociology
<b>Learning Objective Four</b> Students will develop foundational knowledge and awareness of the historical and contemporary realities of social inequities, imperialism, and racism.	Anthropology, Archaeology, Gender Studies, Geography, History, Sociology
<b>Learning Objective Five</b> Students will develop foundational knowledge in governance, policy-making, and the justice system.	Gender Studies, Humanities, Law and Society, Police Studies, Political Science, Sociology
<b>Learning Objective Six</b> Students will develop a critically reflective understanding of contemporary society (locally, nationally, and globally) and their place in it.	Anthropology, Archeology, English, History, Humanities, Philosophy, Religious Studies, Social/Cultural Studies, Sociology
Courses may be offered at any of the Memorial University of Newfoundland Campuses and/or online. Specific course numbers for each discipline are found at <a href="http://www.mun.ca/socialwork/programs/undergraduate">www.mun.ca/socialwork/programs/undergraduate</a> . For further information about course content refer to the appropriate <b>Course Descriptions</b> sections for the <b>Faculty of Humanities and Social Sciences</b> and the <b>Faculty of Science</b> for the St. John's Campus and the <b>Course Descriptions</b> section for the <b>Grenfell Campus</b> .	

## 5 Admission Regulations for the School of Social Work

In addition to meeting the **UNIVERSITY REGULATIONS** students must meet the admission regulations for the School of Social Work.

### 5.1 General Information

1. Entry to the Bachelor of Social Work is competitive. Meeting the minimum requirements for admission does not guarantee acceptance into the First Degree program or Second Degree program. The final decision on admission rests with the Bachelor of Social Work Admissions Committee. The decision of the Admissions Committee is final and there are no grounds for appeal.
2. Admission or readmission to the University does not necessarily constitute admission to the First or Second Degree programs.
3. Selection of candidates for admission to the Bachelor of Social Work is based on academic standing, relevant work experience/volunteer experience and/or community involvement in human services related to social work, and personal suitability for a career in social work.
4. The School of Social Work depends on the cooperation of community agencies external to the University to provide field practica and instruction to its students. Many of these agencies have a range of requirements, such as a Certificate of Conduct or a Child Protection Records Check, which must be completed before starting the field practicum. Students unable to meet these agencies' requirements may be delayed in their program or prevented from completing their program of study. Students are required to complete and update these requirements in a timely fashion and at their own expense. The procedures of any given agency may change from time to time and are beyond the control of the University.
5. The School of Social Work strives to enrich its teaching, research and scholarship through the contributions of individuals from

diverse backgrounds with different attributes. However, for many applicants, institutional processes and cultural and racial differences exist which have presented barriers to learning. In keeping with the Canadian Association of Social Work Education (CASWE) Standards for Accreditation, the mission of Memorial University of Newfoundland, and the mission, vision, and values of the School of Social Work, the School has developed an Educational Equity Initiative. The intent of this initiative is to encourage applicants with diverse identities, experiences, and backgrounds to apply. Further, the Educational Equity Initiative aims to correct conditions of disadvantage in professional education. Therefore, the School offers a minimum of 10% of the seats in the Bachelor of Social Work program to eligible applicants who have met the minimum requirements for admission and who identify as First Nations, Inuit, or Métis (minimum of 5% of seats) and/or as members of another equity group (minimum of 5% of seats). All applicants applying under the Educational Equity Initiative must complete the appropriate section on the School of Social Work First Degree or Second Degree Application form.

## 5.2 Application Forms and Deadlines

1. The application for admission to programs offered by the School of Social Work is submitted online. The application for admission or readmission to the University is submitted online at [www.mun.ca/undergrad/admissions/apply](http://www.mun.ca/undergrad/admissions/apply).
2. The Bachelor of Social Work as a First Degree and as a Second Degree program commences in the Fall semester. The deadline for application for admission to both the First and Second Degree programs is March 1. Students are encouraged to submit their applications as early as possible.
3. Applications received after the deadline and incomplete applications will not be considered.
4. A complete application package includes an application to the University (for those who have not attended Memorial University of Newfoundland in the three preceding semesters), an application to the School and any other required documentation.

## 5.3 Admission Requirements

### 5.3.1 First Degree Program

1. To be considered for admission to the First Degree Bachelor of Social Work program, applicants must have:
  - a. achieved an average of at least 65% in the courses comprising the last 30 credit hours of undergraduate study attempted by the end of the Winter semester for the year in which admission is being sought and for which a numeric grade has been assigned;
  - b. completed the 30 credit hours of required prerequisite courses outlined below by the end of the Winter semester for the year in which admission is being sought and must have achieved a minimum grade of 65% in each of these required prerequisite courses. These courses and credits must have been taken at Memorial University of Newfoundland or accepted for transfer credit from a recognized university or university college. The 30 credit hours of required prerequisite courses are:
    - 3 credit hours for Social Work 1710
    - 18 credit hours from the Complementary Studies courses selected for each Learning Objective listed in **Table 1 Complementary Studies**. Courses are counted only once even if they are listed for more than one Learning Objective or cross-listed with another department. Applicants are encouraged to select Complementary Studies courses with numbers that correspond to their current year of study. The exceptions are courses listed for Learning Objective One and Learning Objective Three. The required credit hours are as follows:
      - Learning Objective One: 6 credit hours
      - Learning Objective Two: 3 credit hours
      - Learning Objective Four: 3 credit hours
      - Learning Objective Five: 3 credit hours
      - Learning Objective Six: 3 credit hours
    - 9 additional credit hours chosen from the approved courses listed for the Complementary Studies Learning Objectives Two to Six.
  - c. completed a minimum of 60 hours of verified work experience/volunteer experience and/or community involvement in human services related to social work.
2. Applicants will be ranked according to their academic performance in addition to other criteria used in the selection process. For further details, please refer to the School of Social Work's website.
3. Applicants who complete any Complementary Studies courses listed for Year 2 and Year 3 of **Table 2 Bachelor of Social Work (as a First Degree)** prior to admission and receive a grade of less than 65% in these courses will be required, following admission, to repeat the courses or take other courses that meet the same Learning Objective(s) according to **Program Regulations** and achieve a minimum grade of 65% in each course.

### 5.3.2 Second Degree Program

The Bachelor of Social Work as a Second Degree is a 60 credit hour program intended for candidates who have completed a university degree, the required prerequisite courses, meet the academic performance requirements, and have verified work experience/volunteer experience and/or community involvement in human services related to social work.

1. To be considered for admission to the Bachelor of Social Work as a Second Degree, applicants must have:
  - a. been awarded a Bachelor's degree, or been approved (by the end of the Winter semester for the year in which admission is being sought) for the award of a Bachelor's degree from a university recognized by Memorial University of Newfoundland;
  - b. achieved an average of at least 70% in the courses comprising the last 60 credit hours of undergraduate study attempted by the end of the Winter semester for the year in which admission is being sought and for which a numeric grade has been assigned;
  - c. completed a minimum of 45 credits from the following disciplines: Anthropology, Archaeology, English, Gender Studies, Geography, History, Humanities, Law and Society, Philosophy, Police Studies, Political Science, Psychology, Religious Studies, Social/Cultural Studies, Sociology. These courses and credits must have been taken at Memorial University of Newfoundland or accepted for transfer credit from a recognized university or university college;
  - d. completed the 9 credit hours of required prerequisite courses outlined below by the end of the Winter semester preceding the academic year in which admission is being sought and must have achieved a minimum grade of 70% in each of these required prerequisite courses. These courses and credits must have been taken at Memorial University of Newfoundland or accepted for transfer credit from a recognized university or university college. The 9 credit hours of required prerequisite courses are:
    - 3 credit hours for Social Work 1710

- 3 credit hours in Psychology 2020 or 2030 or 2100 or 2025 or 2125 or 3100
  - 3 credit hours from **Table 1 Complementary Studies**, Learning Objective Three
- e. completed a minimum of 300 hours of verified work experience/volunteer experience and/or community involvement in human services related to social work.
2. Applicants will be ranked according to their academic performance in addition to other criteria used in the selection process. For further details refer to the School of Social Work website.

### 5.3.3 Acceptance Procedures for Admission

1. Applicants for the First Degree program and the Second Degree program will normally be notified of admission decisions by the end of June. Approved applicants for the Bachelor of Social Work degree will be admitted in the Fall semester only.
2. The School of Social Work will not defer any admissions to the First or Second Degree programs.

### 5.3.4 Admission Following Voluntary Withdrawal

1. A student who voluntarily withdraws from the program can apply as a new applicant to the School of Social Work in accordance with Calendar requirements for the year in which admission is being sought.
2. If the application is accepted, and the time since the last successfully completed course(s) in a BSW Program of Study is fewer than three years, then the Committee on Undergraduate Studies will review and determine what, if any, courses need to be repeated. If the time since the last successfully completed course(s) in a BSW Program of Study is three years or greater, then the student will be required to repeat previously successfully completed Social Work courses and the Committee on Undergraduate Studies will review and determine what, if any, Complementary Studies courses will need to be successfully completed as listed under the **Program Regulations** for the Social Work program.
3. The semester in which a student can register for Social Work courses depends on the availability of seats.

### 5.3.5 Admission Following Promotion Denied

1. A student who is denied promotion can apply as a new applicant to the School of Social Work in accordance with Calendar requirements for the year in which admission is being sought.
2. If the application is accepted, and the time since the last successfully completed course(s) in a BSW Program of Study is fewer than three years, then the Committee on Undergraduate Studies will review and determine what, if any, courses need to be repeated. If the time since the last successfully completed course(s) in a BSW Program of Study is three years or greater, then the student will be required to repeat previously successfully completed Social Work courses and the Committee on Undergraduate Studies will review and determine what, if any, Complementary Studies courses will need to be successfully completed as listed under the **Program Regulations** for the Social Work program.
3. The semester in which a student can register for Social Work courses depends on the availability of seats.
4. A student who is denied promotion and required to withdraw from the program a second time will not be eligible for future admission to the program.

## 6 Program Regulations

### 6.1 Bachelor of Social Work (as a First Degree)

- The 120 credit hour Bachelor of Social Work (as a First Degree) requires 75 professional education credit hours from the School of Social Work that include two field practica plus 45 general education credit hours from **Table 1 Complementary Studies** as defined in **Table 2 Bachelor of Social Work (as a First Degree)**.
- Following admission to Year 2, students must complete a total of 18 credit hours of courses selected from the following Learning Objectives listed in **Table 1 Complementary Studies**:
  - 3 credit hours from Learning Objective Two,
  - 6 credit hours from Learning Objective Three,
  - 6 credit hours from Learning Objective Four, and
  - 3 credit hours from Learning Objective Six.
- Courses from Complementary Studies are counted only once even if they are listed for more than one Learning Objective or cross-listed with another department.
- Following admission to Year 2, credit hours shall normally be taken in the sequence as set out in **Table 2 Bachelor of Social Work (as a First Degree)**.
- Students must complete the Social Work Field Practicum application in January for their Fall semester practicum and in September for their Winter semester practicum.
- In order for students to proceed to each field practicum (i.e., SCWK 3300 and SCWK 4302), all professional education courses and all general education courses prior to each field practicum as listed in the **Table 2 Bachelor of Social Work (as a First Degree)** Program of Study must be successfully completed with each course having a final grade of 65% or greater.

**Table 2 Bachelor of Social Work (as a First Degree)**

Year / Term	Required Professional Education Courses	Required General Education Courses
Year 1 Fall and Winter	SCWK 1710	27 credit hours from <b>Table 1 Complementary Studies</b> as noted in the <b>Admission requirements</b>
Year 2 Fall	SCWK 2211 SCWK 230A SCWK 2320 SCWK 2520	6 credit hours from <b>Table 1 Complementary Studies</b> Learning Objective Three and/or Four
Year 2 Winter	SCWK 230B SCWK 2313 SCWK 2321 SCWK 2711	6 credit hours from <b>Table 1 Complementary Studies</b> Learning Objective Three and/or Four
By the end of Spring Year 2, all students normally have completed 6 credit hours from Learning Objective 3 and 6 credit hours from Learning Objective 4.		
Year 3 Fall	SCWK 3300 SCWK 3311	
Year 3 Winter	SCWK 3221 SCWK 3410 SCWK 3720	3 credit hours from <b>Table 1 Complementary Studies</b> Learning Objective Two 3 credit hours from <b>Table 1 Complementary Studies</b> Learning Objective Six
By the end of Spring Year 3, all students normally have completed 3 credit hours from Learning Objective 2 and 3 credit hours from Learning Objective 6.		
Year 4 Fall	SCWK 4312 SCWK 4314 SCWK 4317 SCWK 4521 SCWK 4620	
Year 4 Winter	SCWK 4302 3 credit hours from SCWK 4321, 4322, or 4323	

#### 6.1.1 Program Residency Requirements

Students shall be required to successfully complete all Social Work courses on the St. John's campus except for: SCWK 1710, 3300, 3311, 4302, 4321, 4322, and 4323.



## 6.2 Bachelor of Social Work (as a Second Degree)

- The 60 credit hour Bachelor of Social Work (as a Second Degree) requires 60 SCWK credit hours including two field practica as defined in **Table 3 Bachelor of Social Work (as a Second Degree)**.
- Following admission, credit hours shall normally be taken in the sequence as set out in **Table 3 Bachelor of Social Work (as a Second Degree)**. Students wishing to change the sequence and/or reduce the course load specified for semesters 1-4 must receive prior written approval from the Dean of the School. A change in course sequence and/or reduction of the course load may result in an extension to the length of time normally required to complete the program.
- Students must complete the Social Work Field Practicum application in January for their Fall semester practicum and in September for their Winter semester practicum.
- In order for students to proceed to each field practicum (i.e., SCWK 3300 and SCWK 4302), all professional education courses as listed in the **Table 3 Bachelor of Social Work (as a Second Degree)** must be successfully completed with each course having a final grade of 65% or greater.

**Table 3 Bachelor of Social Work (as a Second Degree)**

Year / Term	Required Professional Education Courses
Year 1 Semester 1 Fall	SCWK 2211 SCWK 230A SCWK 2320 SCWK 2520 SCWK 4312 SCWK 4314
Year 1 Semester 2 Winter	SCWK 230B SCWK 2313 SCWK 2321 SCWK 2711 SCWK 3410 SCWK 3720
Year 1 Semester 3 Fall	SCWK 3300 SCWK 3311
Year 2 Semester 4 Winter	SCWK 4302 SCWK 4521

### 6.2.1 Program Residency Requirements

Students shall be required to successfully complete all Social Work courses on the St. John's Campus except for: SCWK 1710, 3300, 3311, 4302, and 4521.

## 7 Academic Requirements and Promotion Regulations

### 7.1 General Information

- The Committee on Undergraduate Studies will determine a student's promotion status at the end of each academic term.
- Once a student has been accepted into the First or Second Degree Bachelor of Social Work program, these regulations shall apply upon commencement of courses in the first semester of the program to the completion of the degree.
- In addition to meeting the academic requirements and promotion regulations for the School, all students must meet the general academic regulations (undergraduate). For further information refer to **UNIVERSITY REGULATIONS - General Academic Regulations (Undergraduate)**.

### 7.2 Promotion Status

A student's promotion status at the end of each term will be in one of the following three categories:

#### 7.2.1 Clear Promotion

Clear Promotion means that a student can proceed to the next term without restrictions. Clear Promotion will be given to a student

- who has completed the academic term with a numeric grade of at least 65% in each required course in the Bachelor of Social Work degree program from **Table 2 Bachelor of Social Work (as a First Degree)** or **Table 3 Bachelor of Social Work (as a Second Degree)**;
- who has completed a practicum with a letter grade of PAS (pass); and
- who has maintained professional behaviour consistent with the Memorial University of Newfoundland **Student Code of Conduct**, the current Canadian Association of Social Workers *Code of Ethics* and the *Guidelines for Ethical Practice*, the *Bachelor of Social Work Programs Suitability for the Profession Policy & Procedures*, and the *School of Social Work Social Media Policy and Guidelines for Social Work Students*.

#### 7.2.2 Probationary Promotion

Probationary Promotion means that a student has not received **Clear Promotion** and must meet certain conditions to obtain Clear Promotion. A student can only receive Probationary Promotion once in the Bachelor of Social Work program. The length of Probationary Promotion can be up to three terms. Each of the following circumstances is sufficient for a student to receive Probationary Promotion.

- A student who has completed the term with a numeric grade of less than 65% in one required course listed in **Table 2 Bachelor of Social Work (as a First Degree)** or **Table 3 Bachelor of Social Work (as a Second Degree)**. In order to regain **Clear Promotion** and meet the course prerequisites, the student must do the following:

- If the required course is one of the **Professional Education Courses** listed in **Table 2** or **Table 3**, the student must repeat the course and obtain a numeric grade of at least 65% in order to meet the Professional Education course prerequisites needed to proceed to the next semester in the Bachelor of Social Work program.
- If the required course is one of the **General Education Courses** from **Table 1 Complementary Studies** the student must complete the same course or another course listed for the corresponding Learning Objective and obtain a numeric grade of at least 65% in order to meet the General Education course prerequisites needed to proceed to the next year in the Bachelor of Social Work program.
- A student has behaved in a manner that breaches the Memorial University of Newfoundland **Student Code of Conduct**, the current Canadian Association of Social Workers Code of Ethics and the Guidelines for Ethical Practice, the Bachelor of Social Work Programs Suitability for the Profession Policy & Procedures, and/or the School of Social Work Social Media Policy and Guidelines for Social Work Students but for which the School considers that withdrawal from the program is not warranted. The length of Probationary Promotion is up to three academic terms during which time the student is expected to comply with the penalties and/or conditions determined by the School or the University.

### 7.2.3 Promotion Denied

Promotion Denied means that a student has not received either a **Clear Promotion** or a **Probationary Promotion** and must withdraw from the School.

Any one of the following violations is sufficient for a student to receive Promotion Denied. Promotion Denied will be given to a student:

- who has not met the conditions of probation.
- who has received a numeric grade of less than 65% in more than one required course listed in **Table 2 Bachelor of Social Work (as a First Degree)** or **Table 3 Bachelor of Social Work (as a Second Degree)** and that were completed since the commencement of the Bachelor of Social Work program.
- who has received a numeric grade of less than 65% twice in the same required social work course listed in **Table 2 Bachelor of Social Work (as a First Degree)** or **Table 3 Bachelor of Social Work (as a Second Degree)** and that were completed since the commencement of the Bachelor of Social Work program.
- who has conducted themselves in such a manner as to cause the field agency and a Field Education Coordinator to terminate the field practicum or who has voluntarily withdrawn from a field practicum without the prior approval of a Field Education Coordinator and the Committee on Undergraduate Studies.
- who has received a letter grade of FAL (fail) in a field practicum.
- who has behaved in a manner that breaches the Memorial University of Newfoundland **Student Code of Conduct**, the current Canadian Association of Social Workers Code of Ethics and the Guidelines for Ethical Practice, the Bachelor of Social Work Programs Suitability for the Profession Policy & Procedures, and/or the School of Social Work Social Media Policy and Guidelines for Social Work Students and for which the School or the University considers that withdrawal from the program is warranted.

### 7.2.4 Other Information

1. Following a denial of promotion, a student can apply as a new applicant to the School of Social Work in accordance with Calendar requirements for the year in which admission is being sought as indicated under **Admission Regulations for the School of Social Work, Admission Following Promotion Denied**.
2. A student who is denied promotion and required to withdraw from the program a second time will not be eligible for future admission to the program.

## 7.3 Leave of Absence

1. A leave of absence can only be requested after a student completes the first semester of the program.
2. Any student who requests to take a leave, for any reason, from the program and retain status in the program may normally do so once, with the written approval of the Committee on Undergraduate Studies, and for a maximum period of one academic year. A student who plans to resume studies within the one year period must notify the Dean in writing three months prior to the beginning of the term in which the student plans to continue in the program. A student who does not return at the end of their approved leave of absence will be deemed to have withdrawn from the program.

## 7.4 Student Withdrawal

1. A student who voluntarily withdraws at any time from the program or a student who is required to withdraw from the program at the request of the School, and who wants to return to the program can apply as a new applicant to the School of Social Work in accordance with Calendar requirements for the year in which admission is being sought as indicated under **Admission Regulations for the School of Social Work, Admission Following Voluntary Withdrawal**.
2. The School reserves the right to require a student to withdraw from the program at any time when acceptable cause is demonstrated.

# 8 Graduation

1. In order to graduate, students in the First Degree program who completed any Complementary Studies courses listed for Year 2 and Year 3 of **Table 2 Bachelor of Social Work (as a First Degree)** prior to admission and received a grade of less than 65% in these courses are required to repeat the courses or take other courses that meet the same learning objective(s) according to **Program Regulations** and achieve a grade of at least 65% in each course.
2. Upon meeting the qualifications for the program, students must apply to graduate on the prescribed "Application for Graduation" form. This form may be obtained on-line at the Memorial Self Service at [www.mun.ca/regoff/stuweb.htm](http://www.mun.ca/regoff/stuweb.htm). The deadlines for application submission are July 15 for Fall (October) convocation, January 3 for Winter (February In-Absentia) convocation, and January 15 for Spring (May) convocation. Applications received after these dates will be processed as time and resources permit. Additional information is available from the Office of the Registrar at [www.mun.ca/regoff/graduation](http://www.mun.ca/regoff/graduation). Information regarding Convocation, including the dates of the ceremony, is available at [www.mun.ca/convocation](http://www.mun.ca/convocation).

## 9 Waiver of School Regulations

Every student has the right to request waiver of School regulations. A student wishing waiver of University academic regulations should refer to **UNIVERSITY REGULATIONS - General Academic Regulations (Undergraduate) - Waiver of Regulations**.

### 9.1 General Information

1. The School reserves the right in special circumstances to modify, alter, or waive any School regulation in its application to individual students where merit and equity so warrant in the judgment of the Committee on Undergraduate Studies of the School.
2. A student requesting a waiver of a School regulation must submit the request in writing to the Chair of the Committee on Undergraduate Studies. Medical and/or other documentation to substantiate the request must be provided. Medical documentation should normally be in the form of the Student Health Certificate, available at [www.mun.ca/regoff/forms.php](http://www.mun.ca/regoff/forms.php).
3. Any waiver granted does not reduce the total number of credit hours required for the degree.

## 10 Appeal of Regulations

Any student whose request for waiver of School regulations has been denied has the right to appeal. For further information refer to **UNIVERSITY REGULATIONS - General Academic Regulations (Undergraduate) - Appeal of Decisions**.

## 11 Course Descriptions

All courses of the School are designated by SCWK.

**1710 Social Work Philosophy and Practice** provides an overview of the historical development, philosophical orientation, basic values, principles and knowledge base, and fields of practice of the profession. The course will examine critical social problems that impact societies with an emphasis on the quest for social justice at local, national and global levels.

CR: the former SCWK 2700

**2211 Diverse Theories for Social Work Practice** provides an overview of critical and practice theories that explain problems and guide the change process. The course will involve students in a critical analysis of a broad range of theories including: Critical theories such as structural, feminist, Marxist, anti-racist, Aboriginal, queer and anti-oppressive practice; modern theories such as interactional, systems, ecological cognitive & crisis theory/intervention; postmodern theories such as solution focused and narrative; and macro practice, social action, and community organization.

PR: admission to the Bachelor of Social Work First or Second degree program and SCWK 1710 or the former SCWK 2700

**230A/B Field Practicum Preparation Seminars** expose students to both theoretical and practical aspects of field education in general and the field practicum specifically prior to the first field placement. The seminars will utilize a combination of lectures, guest speakers, panel discussions, and practical exercises to prepare students for their field practicum. Students must complete and receive a passing grade for SCWK 230A in order to proceed to 230B. Students who do not meet this requirement will not pass SCWK 230B and will be delayed in starting their field practicum. SCWK 230A and 230B will each be evaluated as PAS or FAL based on attendance, participation, and assignments.

AR: attendance is required in all seminars of this courses

CH: 0

LC: as scheduled

**2313 Social Work Knowledge and Skills for Group and Team Work** (same as the former SCWK 4313) introduces students to social work methods and skills in group practice and team work. The design and implementation of diverse group types, evaluative models and the parallels between group and team functions are explored. The characteristics and challenges of interdisciplinary team work are considered as well as effective strategies and unique roles that social workers can contribute for effective team collaboration.

CR: the former SCWK 4313 and the former SCWK 4320

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520; or admission to the Bachelor of Social Work Second Degree Program, SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520; SCWK 4312, and SCWK 4314

**2320 Social Work Knowledge and Skills for Assessment and Intervention** introduces beginning skills for social work practice. The relevance of relationship based approach, a strengths perspective and an anti-oppressive stance will be considered as students acquire biopsychosocial assessment and interviewing skills. Attention is given to self-awareness, professional identity and a wide range of beginning counselling skills with diverse populations and situations such as: Aboriginal people, involuntary clients, suicide risk, domestic violence, clients in crisis and children at risk.

CR: the former SCWK 3320, the former 3321 and the former 4310

PR: admission to the Bachelor of Social Work First or Second Degree Program and SCWK 1710 or the former SCWK 2700

**2321 Social Work Knowledge and Skills for Personal and Social Change** addresses knowledge, skills and competencies that enable the

social worker to facilitate positive change within the middle and end stages of intervention. Emphasis will be given to a range of current best known practices within the context of clinical and community applications, promotion of social justice, strengths and critical thinking. General practice approaches that may be applied with individuals, families and communities will be emphasized.

CO: SCWK 2313 and SCWK 2711; or admission to the Second Degree program option

CR: the former SCWK 3421

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520; or admission to the Bachelor of Social Work Second Degree Program, SCWK 230A, SCWK 2211, SCWK 2320 and SCWK 2520; SCWK 4312, and SCWK 4314

**2520 Social Work: Critical Analysis of Social and Health Policy** engages students in critical analysis of local and national social and health policy development from a social work perspective. The course explores topics that are relevant to direct service provision such as: the influence of historical context on policy, policy development, interactions among federal, provincial and local governments that influence policy and leadership and advocates roles of social workers in program development in a diverse and changing environment.

CR: the former SCWK 2510 and 2710

PR: admission to the Bachelor of Social Work First or Second Degree Program and SCWK 1710 or the former SCWK 2700

**2711 Social Justice and Social Work Practice** explores human rights from global perspective and examines social responsibility, the nature of oppression and marginalization and strategies to promote social justice and prevent injustice. Reflective practice principles and experiential activities will form the basis for examining use of self and the relevance of social location, and the application of: critical theoretical perspectives, critical empathy and ethical evaluation for anti-oppressive practice at the individual and structural/organizational level.

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520; or admission to the Bachelor of Social Work Second Degree program, SCWK 230A, SCWK 2211, SCWK 2320 and SCWK 2520; SCWK 4312, and SCWK 4314

**3221 Social Impacts on Human Development** addresses how theories, concepts and information related to human development must be considered in the context of social issues and impacts in order to inform social work practice with vulnerable populations. The impact of issues such as violence, addictions, poverty, trauma and oppression are examined as are strengths and resilience of human beings. Strategies to address social impacts on human development are explored.

CR: the former SCWK 3211 and the former SCWK 3220

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 3300 and 3311

**3300 Social Work Field Practicum 1** is a 350 hour supervised field experience that provides students with opportunities to apply social work principles, theories and skills to work with clients and communities. The field experience is designed to develop: professional use of self, beginning ability to implement planned interventions with diverse populations and an appreciation for social justice activities.

CH: 12

CR: the former SCWK 4315, the former 4316, the former 4300, the former 4325, and the former 4326

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 230A/B, SCWK 2313, SCWK 2321, SCWK 2711 and 6 credit hours in each of Complementary Studies Learning Objectives 3 and 4; or admission to the Bachelor of Social Work Second Degree program, SCWK 230A/B, SCWK 2313, SCWK 2321, SCWK 2711, SCWK 3410,

and SCWK 3720

**3311 Social Work Knowledge and Skills for Integration of Theory and Practice** focuses on application of selected models and methods of practice. The course explores links between theory and practice through critical consideration of: the influence of agency and community, the value of theory and knowledge, the role of self awareness, social location and practice skills. Topics to be explored include: documentation, support/resource counselling, advocacy, self care, vicarious trauma, professional identity, community work, interdisciplinary practice, group work, ethics and consultation.

CO: SCWK 3300

CR: the former SCWK 4310 and SCWK 4311

**3410 Applied Research and Evaluation for Social Work Practice** (same as the former SCWK 4410) teaches theories, concepts and methods of systematic inquiry and its relationship to professional social work judgment and action. The contribution of applied research to social justice, community based inquiry and accountability and evidence based practice is emphasized. Topics to be explored include: quantitative, qualitative, action and evaluative approaches to systematic inquiry for social work practice; ethical considerations in social work research.

CR: the former SCWK 4410, the former SCWK 4420, and the former SCWK 4421

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 3300 and SCWK 3311; or admission to the Bachelor of Social Work Second Degree Program, SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520, SCWK 4312, and SCWK 4314

**3720 Ethical and Legal Issues in Social Work Practice** examines ethical theories, decision - making models and key legislation in a variety of areas including child welfare, youth justice, privacy, health, human rights to resolve dilemmas in practice. Components of legislation and the Social Work Code of Ethics are analysed to determine approaches to practice dilemmas. Consideration and critical analysis of frameworks for decision making will lead to a personal model for practice choices.

CR: the former SCWK 5720

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 3300 and SCWK 3311; or admission to the Bachelor of Social Work Second Degree Program, SCWK 230A, SCWK 2211, SCWK 2320, SCWK 2520, SCWK 4312, and SCWK 4314

**4302 Social Work Field Practicum 2** is a 350 hour supervised field experience that provides students with opportunities to apply social work principles, knowledge and skills that demonstrates the capacity for independent practice at micro and macro levels. Emphasis is on developing strong analytical abilities, applying enhanced practice skills, mastering a variety of social work roles, implementing strategies that impact social justice and making professional judgments in increasingly complex situations.

CH: 12

CR: the former SCWK 5300, the former SCWK 5301, and the former SCWK 5315-5319

PR: admission to the Bachelor of Social Work First Degree Program, SCWK 4312, SCWK 4314, SCWK 4317, SCWK 4521, and SCWK 4620; or admission to the Bachelor of Social Work Second Degree Program, SCWK 3300 and 3311

**4312 Social Work Knowledge and Skills for Community Development** emphasizes theory and practice of community organizing and community development within the context of social justice. Frameworks for community practice are critically analysed through examination of ethical dilemmas, accountability issues, practice skills, leadership and other roles. Urban, rural and cultural differences are considered in relation to their influence on effective community organizing and development work.

CR: the former SCWK 5322

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 3221, SCWK 3410, SCWK 3720, and successful completion of 3 credit hours in each of Complementary Studies Learning Objective Two and Six; or admission to the Bachelor of Social Work Second Degree Program, and SCWK 1710 or the former SCWK 2700

**4314 Social Work Knowledge and Skills for Practice with Families** prepares students to offer direct services to families through increasing their knowledge of family functioning and their competence in family assessment and intervention. Critical analysis of models of family intervention and exploration of ethical issues form the basis for application of selected approaches to family work including: structural therapy, solution focussed approach and crisis intervention.

CR: the former SCWK 5325

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 3221, SCWK 3410, SCWK 3720, and successful completion of

3 credit hours in each of Complementary Studies Learning Objective Two and Six; or admission to the Bachelor of Social Work Second Degree Program, and SCWK 1710 or the former SCWK 2700

**4317 Field of Practice: Child Welfare Prevention, Crisis Intervention and Protection** examines legislation that protects the rights of children, best practice in child welfare and care and protection of children within a community context. Social work intervention with complex issues such as: family violence, poverty, cultural influences, addictions and mental health impacts are explored through feminist, Aboriginal, empowerment and anti-oppressive perspectives. Continuity of care, permanency planning and the impact of separation are addressed through critical analysis of child welfare programs, and care giving models.

CR: the former SCWK 4614

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 3221, SCWK 3410, SCWK 3720, and successful completion of 3 credit hours in each of Complementary Studies Learning Objective Two and Six

**4321 Field of Practice: Social Work in Child Abuse and Protection** is aimed at developing knowledge and social work skills necessary for intake, crisis intervention, assessment, family support, removal, community placement, family reunification, and amelioration, within the context of social justice and the best interest of those most vulnerable for maltreatment and oppression. It addresses child-youth neglect, physical abuse, sexual abuse, emotional abuse, exploitation, problems, risks, needs and harm and includes trauma and developmental impacts.

CO: SCWK 4302

CR: the former SCWK 5328

**4322 Field of Practice: Social Work in Gerontology** reviews aging from a biopsychosocial perspective with an emphasis on the strengths of seniors and the impact of oppression on the lives of the elderly. The course will explore legislation, policies, societal trends and elder abuse, and consider the social work role in developing strategies for healthy aging and service provision for seniors.

CO: SCWK 4302

CR: the former SCWK 4615 and the former SCWK 5615

**4323 Field of Practice: Social Work in Addictions** is aimed at developing knowledge skills, and beginning competence, necessary for assessment and intervention with populations experiencing problems and risks associated with the use and abuse of chemicals and non-chemical addictions throughout the lifespan. Themes addressed include: the oppression of addictions; social determinants of addictions, the social worker's role in the continuum of care; strengths; the special needs of women, Aboriginal, and GLBT populations.

CO: SCWK 4302

CR: the former SCWK 4616

**4521 Social Work Organizational Development for Community Services** (same as the former SCWK 3521) examines policy development and change in human services organizations and their administration. Management and organizational concepts suitable for the administration of social policies and programs are addressed as are ethical and ideological issues for social workers on human service teams. A focus on beginning skills in administration is included for the social worker within a management and leadership context in human services organizations.

CR: the former SCWK 3110, the former SCWK 3510, the former SCWK 3521, and the former SCWK 4111

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 3221, SCWK 3410, SCWK 3720, and successful completion of 3 credit hours in each of Complementary Studies Learning Objective Two and Six; or admission to the Bachelor of Social Work Second Degree Program, SCWK 3300 and SCWK 3311

**4620 Field of Practice: Social Work in Interdisciplinary Mental Health and Health Services** provides an overview of mental health and illness, the impact on people and communities and social work interventions within an interdisciplinary community context. The oppression of illness, disability and mental health problems across the lifespan is considered as well as the role of social work in the continuum of care. Topics include: mental health, health, mental illness, disability, social determinants of health, social movements and advocacy.

CR: the former SCWK 4610, the former SCWK 5610, and the former SCWK 5613

PR: admission to the Bachelor of Social Work First Degree Program, and SCWK 3221, SCWK 3410, SCWK 3720, and successful completion of 3 credit hours in each of Complementary Studies Learning Objective Two and Six