

SOCIAL WORK PROGRAM APPLICATION CHECK LIST

PREFERENCE WILL BE GIVEN TO APPLICATIONS FILED ON OR BEFORE APRIL 15.

All students seeking to apply to the Social Work Program at Pacific Lutheran University (PLU) must submit an application portfolio. Please use this form as a check list and include it with your application materials.

Your complete portfolio should consist of the following items:

- Social Work Program Application Form.** (with intended date of graduation and your PLU ID number if you know it)
- Personal Biographical Statement** (described on application form)
- Current transcripts from each college or university you've attended.** You should provide us with copies of all college/university transcripts. If you are currently enrolled at PLU, you should provide us with a copy of an "unofficial" current transcript which can be obtained from the Registrar's Office.
- Evidence of having completed or current enrollment in the following courses or their equivalent:**
(Only grades of C or better are accepted. Verification should be provided on your transcript(s) which will be assessed by the program.)
 - _____ Writing 101 - College English (*focus on composition*)
 - _____ Psychology 101 - Introduction to Psychology
 - _____ Sociology 101 - American Society/Introduction to Sociology
 - _____ Cultural Anthropology*
 - _____ Human Biology+
 - _____ PLU Math Entrance Requirement - completion of (2) yrs. of high school math or intermediate algebra

*May be completed during first term while in the social work program. +Must be taken prior to graduation.
- Evidence of a cumulative GPA of 2.75 or higher and completion of at least 40 semester credits (or 60 quarter credits) by the time of application.** (Verification based on transcript record(s).)
- All forms in this packet** - completed and signed, including:
 - _____ Academic Contract
 - _____ Washington State Patrol Background Check Form
 - _____ Personal Disclosure Statement
- Check or Money Order (no cash) in the amount of \$12.00, payable to PLU/Department of Social Work for Background Check of Criminal History and Child/Adult Abuse Information Act Record.**
- Current enrollment at PLU or verification of admittance to PLU.** You must be enrolled at PLU or have been admitted to the University in order to be admitted to the Social Work program. If already admitted, provide a copy of your university acceptance letter and/or a copy of your PLU transcript. If you have not yet been admitted, you need to complete and submit the University application which can be obtained from the Admissions Office, (253) 535-7151.

To be sent directly to the Social Work Program

- Letters of Recommendation.** Two letters of recommendation should be sent directly to the Department of Social Work by the deadline. Select references from those who would be able to accurately assess your professional and/or academic qualifications and potential for this program. (For example, faculty members, employers, clergy; but not friends.) Use recommendation forms included in your Social Work admissions packet. If you are applying to the University at the same time, you may use the same individuals as references for both applications. However, they will need to complete both the University's recommendation form and the Social Work program's recommendation form. **Please remember to sign the FERPA consent and check the appropriate box at the top of the recommendation form.**

All materials should be sent to:

Jeannette Shimko
Social Work Department
Pacific Lutheran University
12180 Park Avenue South
Tacoma WA 98447