



Undergraduate Social Work Program Student Handbook

Updated September 2020



Helen Bader School of Social Welfare
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INTRODUCTION

Advising students and providing information about the program to a wide range of individuals and community groups are important tasks of the faculty and staff of an academic program such as the Undergraduate Social Work Program. This Student Handbook has been prepared to provide general information about the Bachelor's degree in Social Work (BSW) at the University of Wisconsin-Milwaukee (UWM) and to facilitate the process of advising.

This handbook is one of a series of resource materials that can be used to obtain information about the undergraduate major in social work. Other materials to be aware of are: University of Wisconsin-Milwaukee [Undergraduate Catalog](#), [Undergraduate Social Work Field Education Manual](#), and Helen Bader School of Social Welfare brochures.

The contents of this handbook are subject to change.

Tina Freiburger, Ph. D.
Dean and Professor
Helen Bader School of Social Welfare

Peggy Maillet, MSW, Ph. D.
BSW Coordinator and Senior Lecturer
Helen Bader School of Social Welfare

STRUCTURE OF THE SCHOOL

As of September 2020, the administration of the Helen Bader School of Social Welfare is as follows:

Dr. Tina Freiburger, Dean and Professor, Enderis Hall 1095, 414-229-6134

Dr. David Pate, Chair and Associate Professor, Department of Social Work, Enderis Hall 1077, 414-229-6452

Dr. Peggy Maillet, BSW Coordinator and Senior Lecturer, Enderis Hall 1069, 414-229-5627

Jeanne Wagner, Director of Social Work Field Education and Clinical Professor, Enderis Hall 1072, 414-229-6036

Academic Advising:

Kate Masshardt, Senior Academic Advisor, Enderis Hall 1017, 414-229-4852

Talisa Smith, Academic Advisor, Enderis Hall 1015, 414-229-4852

Kelby Spann, Director of Student Services, Enderis Hall 1011, 414-229-4852

DEPARTMENT OF SOCIAL WORK MISSION AND GOALS

The mission of our BSW program is to prepare generalist social work practitioners who can promote and effect positive change through social work practice, advocacy, education and leadership.

The goals of the bachelor of science in social work program are to prepare:

- highly skilled generalist practitioners to work in a variety of ecological levels, including with individuals, families, groups, organizations, communities, and governments;
- ethical practitioners guided by the principles and values of the social work profession, including dignity and worth of the person, and importance of human relationships;
- culturally competent social workers who promote and advocate for social justice and human rights;
- social workers who engage in critical thinking and actively apply research evidence to practice, policy, advocacy, education, and leadership; and
- social workers who competently address the human service needs in the state of Wisconsin and the region.

Students in the Social Work major are expected to conduct themselves in a manner consistent with the National Association of Social Workers' [Code of Ethics](#).

COUNCIL ON SOCIAL WORK EDUCATION: 2015 EDUCATIONAL POLICY AND ACCREDITATION STANDARDS

The BSW program at UWM is accredited through the Council on Social Work Education (CSWE) and adheres to the competencies as found in the CSWE 2015 Educational Policy and Accreditation Standards below:

- Competency 1: Demonstrate Ethical and Professional Behavior
- Competency 2: Engage Diversity and Difference in Practice
- Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice
- Competency 4: Engage in Practice-informed Research and Research-informed Practice
- Competency 5: Engage in Policy Practice
- Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities
- Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities
- Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities
- Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

ADVANCEMENT INTO THE SOCIAL WORK MAJOR

ELIGIBILITY

To be advanced into the Social Work major, the following requirements must be completed at the time of application. A student must have:

- Completed 48 credits;
- A cumulative GPA of 2.5 or higher, including all transfer work
- Completed Social Work 100, 250, and 206

Advancement into the Social Work major typically happens in a student's sophomore or junior year, right before they're planning to start their field placement.

APPLICATION PROCESS

Applications for the Social Work major will only be accepted during the following periods:

- September 1 – October 1;
- February 1 – March 1; and
- May 1 – June 1.

You must apply to the major in order to begin your field placement. Field placement has a [separate application](#).

Applications are not accepted at any other time. To apply for admission, the following steps must be followed:

Step 1: Review all information above about the requirements to be admitted to the major. All requirements must be met at the time of applying (i.e., you cannot have any requirements in progress at the time of applying).

Step 2: Complete the online Application for Admission to the Social Work Major located on our [website](#). (This fillable form is not compatible with Macs.) **The application must be typed to be reviewed.**

Step 3: Email your complete online application to the admissions committee at hbssw-admis@uwm.edu (Microsoft Word or PDF format). In the subject line of your email, please include your full name and student ID number. **We will only accept submissions via email.**

Step 4: You will be notified via email regarding your admission to the major.

FIELD EDUCATION SEQUENCE

Field education is an integral part of social work education. During the practicum experience, the student has the opportunity to link classroom education with supervised social work practice within community social service agencies.

BSW students are required to complete two semesters of field education in a direct practice setting. A total of 512 hours are required to complete both semesters of the field education program. Both semesters must be taken consecutively and in one agency setting.

SOC WRK 421: Field Education & Integrated Field Seminar I, 5 credits (256 hours minimum)

SOC WRK 422: Field Education & Integrated Field Seminar II, 5 credits (256 hours minimum)

SOC WRK 423: Field Education III, 5 credits (256 hours minimum; elective)

All of the field hours required average 16 hours a week during the Fall/Spring Semester and 22 hours per week during the Summer Semester.

Students must be advanced into the major to be eligible for field education. Students must also complete SW 310 with a B or better before they begin field placement.

Once advanced into the major, students submit an [application to the field program](#). The field application deadlines are as follows:

- February 15 – May 15 for Fall Semester Start
- July 15 – September 15 for Spring Semester Start
- January 1 – February 15 for Summer Semester Start

The [field education manual](#) provides specific information regarding policies, procedures, grades, and requirements, among other information.

ACADEMIC ADVISING

Each student is assigned a professional academic advisor within the Helen Bader School of Social Welfare. At minimum the student should have a conference with their advisor at least once a semester. Professional advisors are available to assist students with course selection, degree requirements, and general advising concerns. Advisors will also assist students in navigating University policies and procedures, connecting with campus resources, and making decisions consistent with individual interests, abilities, and goals.

UNDERGRADUATE ACADEMIC ADVISORS

Kate Masshardt, Senior Academic Advisor

masshard@uwm.edu, Enderis 1017, 414-229-4852

Talisa Smith, Academic Advisor

talisas@uwm.edu, Enderis 1015, 414-229-4852

Kelby Spann, Director of Student Services

spann@uwm.edu, Enderis 1011, 414-229-4852

TO MEET WITH AN ACADEMIC ADVISOR

- Stop by the advising reception desk on the 10th floor of Enderis Hall, Monday through Friday 8am-4:30pm
- Call 414-229-4852
- Current students can schedule online at <https://uwmilwaukee.campus.eab.com/>

BACHELOR OF SCIENCE IN SOCIAL WORK DEGREE REQUIREMENTS

As of 09/01/2013

PROFICIENCY REQUIREMENTS

- Oral and Written Communication (English)
 - Part A proficiency is demonstrated by:
 - Earning a C or better in English 102 or equivalent course, or
 - Achieving a proficient score on the English Placement Test (EPT)
 - Part B proficiency is demonstrated by:
 - Completion of Social Work 410 with a B or better
- Quantitative Literacy (Math)
 - Part A proficiency is demonstrated by:
 - Earning a C or better in Math 102, 103, 105, 111 or equivalent course, or
 - Achieving a proficient score on the Math Placement Test (MPT)
 - Part B proficiency is demonstrated by:
 - Completion of Social Work 662

GENERAL EDUCATION REQUIREMENTS (GER)

- Foreign Language
 - Satisfied through at least two years of high school instruction of a single foreign language, or
 - Satisfactory completion of at least two semesters of a single foreign language in college, or
 - Approved demonstration of foreign language ability through placement testing.
- Arts (3 credits)
 - Three (3) credits of approved GER Arts courses
- Humanities (12 credits)
 - Nine (9) credits of approved GER Humanities courses
 - Communication 103: Public Speaking (3 credits)
- Natural Sciences (6 credits)
 - Three (3) credits of approved GER Natural Science Lab course

- Three (3) credits of approved GER Natural Science course
- U.S. History (6 credits)
 - History 151 and 152 **OR**
 - One semester in a 400 level U.S. history course and one course from this list:
 - Economics 100 (3 cr.) Introduction to Economics
 - Economics 103 (3 cr.) Principles of Economics
 - Political Science 104 (3 cr.) American Government and Politics
 - Political Science 105 (3 cr.) State Politics
 - Political Science 385 (3 cr.) American Political Thought
 - Political Science 405 (3 cr.) State Government
 - Political Science 411 (3 cr.) Constitutional Law: The Supreme Court & Political Process
 - Political Science 412 (3 cr.) Constitutional Law: Individual Rights & Liberties
 - Political Science 471 (3 cr.) Special Problems in Civil Liberties
 - Sociology 200 (3 cr.) Contemporary American Society

SOCIAL SCIENCES

- Area of Concentration
 - Fifteen (15) credits in a single subject. Subject options include Anthropology, Economics, History (those approved as Social Science courses), Political Science, Psychology, or Sociology.
 - Six (6) credits in this area must be at the 300 level or above.
- Combination Area
 - Twelve (12) credits must be taken in at least two social sciences outside of the area of concentration from the list above.
- Content Area Requirements
 - Students must have at least one course in each of the following Content Areas:

<ul style="list-style-type: none"> ▪ Social Change ▪ Organization and Institution ▪ Personality Theory 	<ul style="list-style-type: none"> ▪ Ethnic Minorities ▪ Biological Processes
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 - These courses can satisfy other curricular areas.
 - A list of courses that satisfy these requirements is available on page 11 of this document.

SOCIAL WORK MAJOR

The major itself is 42 credits. All credit for required courses must have been earned within ten years of graduation.

SW 100 (3 cr.) Introduction to Social Work

SW 206 (3 cr.) Introduction to Social Welfare Policy

SW 250 (3 cr.) Human Behavior and the Social Environment

SW 310 (3 cr.) Social Work Methods I

SW 410 (3 cr.; OWC-B) Social Work Methods II taken concurrently with

SW 421 (5 cr.) Field Education I

SW 427 (3 cr.) Social Work Methods III taken concurrently with

SW 422 (5 cr.) Field Education II

SW 604 (3 cr.) Social Systems and Social Work Practice

SW 622 (3 cr.; QL-B) Methods of Social Welfare Research

SW 665 (3 cr.) Cultural Diversity and Social Work (meets UWM cultural diversity requirement)

Electives (5 cr.) in either Social Work or Criminal Justice

No academic credit for life experience and previous work experience is granted in lieu of field placement or course work.

TABLE OF COURSES SATISFYING SOCIAL WORK CONTENT AREA REQUIREMENTS

Content Area	BIOLOGY		ANTHRO	ECON	HISTORY		POLI. SCI		PSYCH	SOCIOLOGY		HBSSW	AFRICOLOGY	URBAN STUDIES
Social Change			250 448	328 405	203 204 415 417 418 419	421 422 426 450 451	300 302 320	381 382 385	320	250 307 320	325 327 343		321 411 416	250
Organization & Institutions			440 449 450 543	323 447 448 450	141 215 440 452	453 457 460 463	105 210 213 250	413 421 426		103 200 207 215 233 248	260 304 342 377 400 443	CJ 370	228 326 341 350	
Ethnic Minorities			315 317 318	248	263							CDSW665**	111 112	
Personality Theory			445 446						205 230 260 407 412 680	104 282			CD265 402	
Biological Processes	102 103 (Human Biology section ONLY)	201 202 206	400						254 (NS)					

SAMPLE 4 YEAR PLAN

This chart is only one model of selecting courses for a four year sequence to complete requirements. It is not intended to substitute for an academic advising meeting or to be a guide for the selection of specific courses, since there is the option of six different areas of social science concentration and a different distribution of courses.

	First Semester	Second Semester
Freshman Year	SW 105	SW 100
	English (if necessary) [general elective]	GER Arts
	Math (if necessary) [general elective]	Social Science
	Psych 101	Hist 151 or 152
	GER Humanities	GER Humanities
	General Elective	
	Total: 16 credits	Total: 15 credits
Sophomore Year	Social Science	SW 250
	Social Science	COM 103
	GER Natural Science Lab	Social Science
	General Elective	Social Science
	General Elective	General Elective
	Total: 15 credits	Total: 15 credits
Junior Year	SW 206	SW 310
	Social Science	Social Science
	GER Natural Science	Social Science
	GER Humanities	General Elective
	General Elective	General Elective
	Total: 15 credits	Total: 15 credits
Senior Year	SW 410	SW 427
	SW 421	SW 422
	SW 604	SW 662
	Social Work Elective (2 cr.)	SW 665
		Social Work Elective (2 cr.)
	Total: 13 credits	Total: 16 credits

SOCIAL WORK COURSE DESCRIPTIONS

UNDERGRADUATE

100 Introduction to Social Work. 3 cr. A survey course focused on the development of human service institutions and occupations. Prereq: none.

105 Orientation for Social Welfare Students. 1 cr. Prepares students to participate in UWM's educational process and to explore career choices in social welfare. Counts as repeat of SW 088. Jointly offered with & counts as repeat of CJ 105. Prereq: none.

206 Introduction to Social Welfare Policy. 3 cr. An analysis of the relationships between poverty, welfare programs, and the society that creates and sustains them; the origins, structures, and goals of welfare programs. Prereq: soph st.

250 Human Behavior and the Social Environment 3 cr. A survey course in normative development from conception through aging. Focus on the interaction between biological, psychological, social, and cultural forces. Prereq: soph st; Soc Work 100 (P) or Psy 101 (C)

297 Study Abroad. (Subtitled) 1-12 cr. Designed to enroll Students in UWM- sponsored program before coursework level, content and credits are determined and/or in specially prepared program coursework. May be retaken with change in topic. Preq: Acceptance for study program abroad.

300 Aged to Perfection: Introduction to the Study of Aging 3 units; OWCB,SS Interdisciplinary survey on aging. Prereq: Satisfaction of OWC-A GER.

310 Social Work Methods I. 3 cr. Introduction to generic social work practice methods. Course also provides experiential exercises designed to provide students with basic interviewing skills. Prereq: jr st; Soc Wrk 100(P), 250(P), & SW 206(C); satisfaction of OWC-A GER.

410 Social Work Methods II. 3 cr. Introduction to social work methods as applied to small groups. Lab provides experiential exercises in group interactions, needs, and leadership roles. Prereq: jr st; admitted to Social Work major; satisfaction of OWC-A GER; and grade of B or higher in Soc Wrk 310(P).

421 Field Education I. 5 cr. (First of a two semester required sequence.) Placement in a social welfare setting to develop social work skills and to provide awareness of professional behavior. Minimum of 16 hours per week for a total of 256 hours. Prereq: jr st; admis to Soc Wrk major; satisfaction of OWC-A GER; Grade of B or better in Soc Wrk 310(P); and 410(C).

422 Field Education II. 5 cr. (Second of two semester required sequence). Continuation of 421. Prereq: Grade of B or better in Soc Wrk 410(P) and Soc Wrk 421(P); 427(C).

423 Field Education III. 3 cr. (Elective field course) Continuation of 421, 422. Prereq: sr st; declaration of social work major; Soc Wrk 422(p), 427(p). Approval of Field Office.

427 Social Work Methods III. 3 cr. Introduction to Social Work methods as applied to community problems. Lab provides experiential exercises in community organization and other techniques of social change. Prereq: grade of B or better in Soc Wrk 410(P) & Soc Wrk 421 (P); Soc Wrk 422(C).

591 Special Topics: Social Welfare and Social Work (Variable Content). 1-3 cr. Selected topics in social welfare and social work. May be retaken with change of topic to max of 6 credits. Prereq: jr. st.; English Competency; one prior course in social work advisable.

599 Independent Reading. 1-2 cr. Intensive readings in fields related to student's preparation and training, under the supervision of a faculty member. Students shall not take more than 6 cr. total between courses Soc Wk 592 and 599. Prereq: sr st; satisfy English competency; 2.5 gpa; writ cons instr & dir Soc Wrk Prog.

UNDERGRADUATE/GRADUATE

The following 400-699 courses are dual-level courses, approved by the Graduate School for this department to offer for graduate as well as undergraduate credit. Junior standing is a minimum prerequisite for 400-699 level courses carrying graduate credit.

497 Study Abroad (Subtitled) 1-6 cr. Variable content (subtitle area of concentration). Designed to enroll Students in UWM-sponsored program before coursework level, content and credits are determined and/or in specially prepared program coursework. May be retaken with change in topic to max of 9 cr. Preq: Acceptance for study program abroad.

562 Child and Family Services. 2 cr. Introduction to child and family welfare services, including methods for assessing needs, existing treatment techniques, and institutional support systems. Prereq: jr st, satisfy English competency, one prior course in Soc Wrk recom; or grad st.

564 Social Services for the Aging. 2 cr. Individual and societal implications of the aging process, with an emphasis upon current resources and programs for the elderly. Prereq: jr st, satisfy English competency, one prior course in Soc Wrk recom; or grad st.

604 Social Systems and Social Work Practice. 3 cr. Analysis of organizations, community and social institutions and the impact they have on human behavior and how they provide the social context of social work practice. Prereq: jr st; admis to Soc Wrk major, Soc Wrk 310(P); or grad st.

630 Families and Poverty. 2-3 cr. Description of women in poverty and analysis of historical and contemporary national and state policies aimed at reducing poverty. Prereq: jr. st.; one prior course in Soc Wrk recommended.

650 Social Welfare and the Law. 2 cr. Principles of collaboration between social work and the legal profession. Selected concepts and principles relating to legal and social provision for the protection of the family, children, and adults. Prereq: jr st.; English Competency, or prior course in SW, recom; or grad st.

662 Methods of Social Welfare Research. 3 cr. Analysis of methods used in social welfare research and problems in project design and programming. Distinctive characteristics of investigations directed to planning, administrative, and scientific objectives. Prereq: jr st, admis to Soc Wrk major, satisfaction of QL-A GER; or grad st.

665 Cultural Diversity and Social Work. 3 cr. Emphasis on culture, race and ethnicity, theories of prejudice and racial minority groups, and the politics of human services in multicultural society. Prereq: jr st, admis to Soc Wrk major, satisfy English competency; or grad st.

680 Death and Dying 3 cr. Focus on multiple perspectives on death, dying, and bereavement; roles and skills for social workers and other helpers about end-of-life issues. Counts as repeat of Soc Wrk 591 & 791 with same topic. Prereq: jr st; or grad st.

685 Social Gerontology 3 cr. Exploration of individual aging experiences and interaction with social structures and social systems. Counts as repeat of Soc Wrk 591 & 791 with same topic. Prereq: jr st; or grad st.

TRANSFER CREDIT

TRANSFER CREDIT OTHER UW SYSTEM SCHOOLS AND OTHER WISCONSIN SCHOOLS AND COLLEGES

Transfer of credit from other schools in Wisconsin is based on an evaluation of the specific courses, accreditation status of the transferring school, and accreditation standards of the Council on Social Work Education (CSWE).

Contact a professional academic advisor at 414-229-4852 for further information.

WISCONSIN VOCATIONAL, TECHNICAL AND ADULT EDUCATION SCHOOLS

Some courses in non-college parallel human service programs at the Vocational Technical Adult Education schools, in Milwaukee and Madison, will transfer to the UWM Social Work program on a selective basis. The transfer of these credits depends on the applicability of course work to the Social Work major, equivalency of the course work, whether courses are upper divisional or lower divisional, and meet the accreditation standards of the Council on Social Work Education (CSWE).

Currently, transferability has been arranged with Milwaukee Area Technical College and the Madison Area Technical College and their Human Service Programs. Other transfers may be appropriate. Contact a professional academic advisor at 414-229-4852 for further information.

RESIDENCY AND TRANSFER POLICY

Transfer students should be aware of UWM residency requirements: 21 credits of social work must be taken at UWM, including at least one field education course. The last 30 degree credits must be taken at UWM. A maximum of 72 credits may transfer from a 2-year school.

COURSE SUBSTITUTION

If a student is looking to have a course from another curricular area satisfy Social Work degree requirements, they must first discuss this with an advisor. If the requirement is within the Social Work department, the advisor will consult the Director of Student Services and the Social Work Department Chair to request this substitution. If the substitution is for a requirement outside of the major, but still part of the Social Work degree, the student will be directed to the appropriate department on campus to request the substitution. A syllabus for the course may be required in both situations.

No academic credit for life experience and previous work experience is granted in lieu of field placement or course work.

RESIDENCY REQUIREMENTS

UWM states that in order to be eligible to receive a UWM degree, students must take their last 30 credits in residence at UWM. Additionally, the Social Work department has established that a student must complete at least 21 credits in residence at UWM, including one field education course.

STUDENT ORGANIZATIONS IN SOCIAL WORK

ALPHA DELTA MU

In 1978, the School of Social Welfare organized the Upsilon Chapter of Alpha Delta Mu, a National Social Work Honor Society. Any social work major with more than 58 completed credits with a grade point average of 3.5 or above is eligible for membership. For further information contact the BSW Coordinator.

NATIONAL ASSOCIATION OF SOCIAL WORKERS (NASW)

The [National Association of Social Workers \(NASW\)](#) is the professional practice organization responsible for keeping practitioners in the field abreast of new practice techniques and trends in the field. Yearly membership includes chapter and national newsletters; four issues of the *NASW Social Work* journal; access to free literature searches through the national library; free consultation on issues such as employment; low cost professional liability insurance; access to the books and resources from the Chapter Lending Library; and free resume reviews.

STUDENT SOCIAL WORK ASSOCIATION

The Student Social Work Association holds monthly events that include social activities, volunteer opportunities, and informational sessions about topics in the field of social welfare. The purpose of the SSWA is to increase student's knowledge about the social work profession through connecting student with resources and networks in the professional field of social welfare, and to provide a social environment in which to volunteer and enrich the community. Any graduate or undergraduate student enrolled at UWM in the Helen Bader School of Social Welfare may join. Contact information: sswa-chairs@uwm.edu.

REPRESENTATION ON COMMITTEES

Faculty action by the Helen Bader School of Social Welfare allows undergraduate students to be represented on selected committees of the School and allows voting rights for the students. Social Work undergraduate students have representation on the following committees: Social Work Faculty Committee and Bachelor's in Social Work Committee.

POLICIES AND PROCEDURES

EXPECTATIONS FOR STUDENT PERFORMANCE

Students in the undergraduate Social Work program at UWM are expected to maintain the standards established by the Department of Social Work, the University, and the Social Work profession. These standards reference Academic and Non-Academic performance along with expectations around Academic Integrity.

ACADEMIC PERFORMANCE

In order to be advanced into the Social Work major, students must have a 2.5 GPA, including all transfer work.

Students in the undergraduate Social Work program are expected to successfully complete all required coursework and maintain a minimum GPA of 2.0 in order to graduate.

Students must achieve no less than a B in Field (SW 421 & 422) and Methods (SW 310, 410, & 427) courses.

NON-ACADEMIC PERFORMANCE

Because social work is a professional degree, meeting standards for academic performance is necessary but not sufficient to ensure continuation in our social work program. Students are additionally expected to demonstrate professional behavior that reflects adherence to professional standards around conduct and the values/ethics of the profession.

ACADEMIC INTEGRITY

Students in the Department of Social Work are expected to comply with [UWM's policy on Academic Integrity](#).

Violations of Academic Integrity constitute academic misconduct, most frequently plagiarism and cheating.

Sanctions may include, but are not limited to, failure on an assignment, failure in a course, and/or dismissal from the program.

PERFORMANCE REVIEW

Any student who fails to meet the expectations of the Social Work program will be subject to review. In general, the intent of such a review is to identify possible corrective actions that would facilitate successful completion of the program.

The types of issues that would warrant a request for a student review by a faculty member could include, but are not limited to:

- Conduct that is not congruent with the values and ethics of the social work profession.
- Failure to adhere to UWM policies, field agency policies, or professional standards.
- Failure to communicate effectively, both verbally and in written form.
- Inadequate academic performance.
- Unprofessional interactions or relationships with faculty, staff, students, peers, and field agency staff and clients.
- Consistent pattern of unprofessional behavior.
- Behavior that interferes with the functioning of others in academic and professional settings.

DISCONTINUANCE

A student may be discontinued from the undergraduate Social Work program for academic or professional concerns. It is expected that Social Work majors adhere to the expectations outlined in the [NASW Code of Ethics](#). Additionally, students may be discontinued for any one of the following reasons:

- GPA below 2.0.
- Unsatisfactory performance in field and/or less than a “B” in field placement (SW 421 & 422).
- Less than a “B” in methods courses (SW 310, 410, & 427)
- Rejected for placement by three or more agencies related to their appropriateness or readiness for field.
- General performance viewed as unprofessional.

STUDENT APPEALS AND GRIEVANCES

The Helen Bader School of Social Welfare has an Appeals and Grievance Committee for addressing student concerns about academic (e.g. grades) and non-academic issues within the School. [Appeal procedures are available for review](#). Please talk with your academic advisor, a faculty member, or the BSW coordinator if you have questions.

SEXUAL HARASSMENT

Sexual harassment will not be tolerated at UWM. If you feel you are being sexually harassed, there are multiple people available to help. Please feel free to talk with: a faculty member, your academic advisor, the Dean of the Helen Bader School of Social Welfare, the BSW Coordinator, the Social Work Department Chair, the Director of Student Services, or the UWM Sexual Harassment Grievance Committee at Chapman Hall 310 (414- 229-5923). There are additional resources in the [Dean of Students Office](#) and through the [Office of Equity and Diversity](#).

STUDENT RESOURCES

CAMPUS SUPPORT SERVICES

[Accessibility Resource Center](#) – 414-229-6287 – Mitchell 112
[Career Planning & Resource Center](#) – 414-229-4486 – Mellencamp 128
[Center for Community-Based Learning, Leadership, and Research](#) – 414-229-3161 – Union G28
[Center for International Education](#)– Garland 138
[Center for Student Involvement](#) – 414-229-5780 Union 363
[Dean of Students](#) – 414-229-4632 – Union 345
[Financial Aid](#) – 414-229-4541 – Mellencamp 162
[Inclusive Excellence Center](#) – 414-229-7234 – Union 119
[LGBT Resource Center](#) – 414- 229-4116 – Union WG89
[Military Education Benefits Office](#) – 414-229-4541 – Mellencamp 162
[Military & Veterans Resource Center](#) – 414-229-7211 – Union WG99
[Norris Health Center](#) – 414-229-4716
[Office of Equity/Diversity Services](#) – 414-229-5923 – Mitchell 359
[Office of Undergraduate Research](#) – 414-229-2666 – Bolton 192
[Registrar's Office](#) – 414-229-3800 – Mellencamp Hall 274
[Student Success Center](#) (Tutoring, Supplemental Instruction, and Mentoring) – Bolton 120
[Study Abroad](#) – Garland 138
[University Counseling Services](#) & Let's Talk Program – 414-229-4716 NWQ 5th Floor
[UWM Libraries](#) – 414-229-4785
[Woman's Resource Center](#) – 414-229-2852 Union WG93
[UWM Help Desk](#) – 414-229-4040 Bolton 225

PEER MENTORING

The [Peer Mentoring program](#) provides first-year students with the support they need to succeed. Every first-year student is assigned a Peer Mentor who works to support them. They offer a variety of services aimed at assisting students during their program at UWM.

TUTORING AND SUPPLEMENTAL INSTRUCTION

[Tutoring and Supplemental Instruction](#) are available to any UWM students who wants to improve their grade in specific courses, don't want to fall behind in courses, want additional assistance in reviewing for an exam, or taking a course that doesn't come easy to them.

WRITING CENTER

All UWM writers—students, faculty and staff—can meet one-on-one, confidentially, with qualified tutors in person or online in real time in the [Writing Center](#). Any subject, any project, any level.

CAMPUS COMPUTERS

Campus computer labs are available throughout campus, including Enderis 1024/1040, for use by students, faculty, and staff. Additionally, PROWLnet allows access to UWM wireless network at multiple sites across campus.

FIELDS OF INTEREST AND PRACTICE AREAS OF EMPLOYMENT

No matter what the political climate or the nature of personal and social problems, there will always be jobs for social workers because there will always be people in need of assistance. Only a sampling of the wide variety of career opportunities are listed here.

CHILD WELFARE

Social workers in child welfare strive to improve the physical and emotional well-being of deprived or troubled children in homes or in institutions. They also advise parents on child care and arrange for educational, medical or day care services. A main thrust of social work today is in the area of child abuse and neglect. The social worker investigates physical, sexual or emotional abuse of children, intervenes to provide for the child's protection and sometimes initiates legal action. When parents and children must be separated, the social worker arranges temporary foster care or more permanent adoption.

CRIMINAL JUSTICE

Both public and private agencies hire social workers as well as other majors, in various positions in law enforcement, courts and corrections.

INCOME MAINTENANCE

Developing sound public policies and implementing programs and services for those who need support are traditional and critical areas of social work employment. These professionals work in local, state or federal agencies and their jobs range from client assistance to top administrative posts. With growing emphasis on W2 and related programs, some of these positions are going to private agencies. Social workers in many settings help to develop legislative strategies, organize communities and lobby in the hope of influencing and improving the public welfare.

DRUG AND ALCOHOL ABUSE

Industry, hospitals, community group homes, clinics and prisons are just a few settings where social workers help those with drug or alcohol addictions. Through individual and group counseling and community education, social workers provide the necessary support and assistance.

MENTAL HEALTH

Half of all mental health treatment in the U.S. is given by professional social workers. They are found in psychiatric hospitals and mental health centers and clinics, helping patients and their families get the needed assistance and then planning for their speedy return to the community. Social workers also give direct mental health counseling services to individuals, families and groups in private settings, and serve as administrators of large mental health agencies, both public and nonprofit. Social workers frequently help people who are undergoing stressful situations but who are not in any way mentally ill.

HEALTH CARE

Social workers are a vital part of the health care team, along with doctors and nurses, as it becomes increasingly recognized that patient problems go beyond physical ailments. Hospital social workers advocate for patients' rights and plan for discharge and re-entry into the community. The social worker can also arrange for home care for patients and continued access to services as needed. Social workers in public health—in rural health departments, on American Indian reservations, in public agencies and inner city clinics—work with the entire community to prevent disease and avoid health risks. Health care offers social workers a rapidly expanding area for practice. Approximately one third of all social workers are employed in health settings.

FAMILY PRACTICE

Social workers are unique among the helping professionals in the way they regard the individual and his problem in the context of the total family and the social environment. By counseling individuals, families and groups, and by linking the family with critical community resources, social workers in community service agencies as well as in private practice help families cope with marital problems, unemployment, drug abuse, alcoholism, mental illness or emotional stress.

DEVELOPMENTAL DISABILITIES

Physically or mentally disabled persons are increasingly finding their place in the mainstream of society, and social workers help them do this by providing counseling, referral and education in daily living skills. The social worker plays a critical role in helping families with disabled children locate educational or other special services. The social worker also works closely with people suddenly disabled by accidents or critical illness to help them adjust to their disability and live as independently as possible.

INDUSTRY, BUSINESS AND LABOR

Occupational social work is a growing area for professional social workers as their worth is realized in assisting employees with individual problems that affect their work performance. Many social workers in occupational settings work directly with employees and their families to solve such problems as alcoholism, marital discord or work-related stress. Social work skills are also increasingly recognized as valuable in assisting a corporation with its social and community responsibility. In addition, major international trade unions employ social workers to deliver services to their members and their families as well as to develop educational, recreational and service programs for their active and retired members.

SCHOOLS AND YOUTH

Many schools employ social workers to detect problems among children and to investigate and, if possible, resolve difficulties in the children's families. School social workers often teach child-rearing techniques to families, work with teachers on behavior management problems and counsel children in groups and individually. One of the major challenges faced by school social workers is encouraging parents to become more involved in their children's education. Social workers interested in teenagers also work in runaway houses, recreational centers, storefront clinics and correctional institutions. Catching and assisting with problems early in life helps turn a troubled young person into a contributing member of adult society.

SERVICES TO THE AGED

The fastest growing segment of the population are the elderly, and here social workers can find some of the greatest job opportunities of all. Social workers have vast new opportunities in helping the aged and their families obtain vital services, find meaningful activities and relationships and adapt to the aging process. Social workers are also involved in developing innovative projects for older persons such as shared housing and job placements.