

# MEMORANDUM

TO: Prospective Applicants to the Master of Social Work Programs

FROM: Amanda Woodward, Ph.D.  
Director, MSW Programs

DATE: September 1, 2018

## **RE: Criminal Background Statement of Understanding**

The School of Social Work requires all applicants to read and sign the “Criminal Background Statement of Understanding” and return it with their application materials.

Please be aware that field placement agencies may require criminal background checks for people working with or volunteering with children, the elderly or people with disabilities. A criminal record might make a student ineligible required field placements. Information about criminal records may be disclosed to field placement agencies. Field placement agencies may also require that students pass drug and communicable disease screening before accepting them.

By signing this form, I am verifying that I have read this information and understand that having a criminal record or being unable to pass drug or communicable disease screening may make me ineligible for field placements. This could prevent me from completing the field instruction sequence required for the MSW degree, which in turn would preclude me from completing the MSW program.

Name: \_\_\_\_\_  
(Printed)

Name: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Revised: August 29, 2018