

Important Notes

MSU MSW graduates:

- Complete application
- Submit to MSU graduate school

MSU Graduates Only: To receive a letter to present to prospective employers, please fill out the application at the end of this document and send to the address listed below, email, or fax to my attention at 517-353-3038.

Quinn Kroll
Graduate Programs
School of Social Work, MSU
655 Auditorium Road, 239 Baker Hall East Lansing, MI 48824

MSW graduates from the following universities need to apply for temporary approval from their degree granting university even if you completed the SSW courses through MSU:

- University of Michigan
- Eastern Michigan University
- Wayne State University
- Grand Valley State University
- Western Michigan University
- Madonna University
- Ferris State University
- Andrews University

MSW graduates from another accredited university not listed above who have completed the SSW courses through MSU:

- Complete application
- Obtain MSW transcript
- Obtain proof of completion of School Social Work Competency courses
- Obtain letter from supervisor on official letterhead proving 500 hours of work with children/families. (These hours can be internship and/or post MSW level clinical work with children.)
- Email all of the items above together to kbattjes@msu.edu



School of Social Work
MICHIGAN STATE UNIVERSITY

PLEASE TYPE, then print and send to the School of Social Work. Application for Recommendation for Temporary Approval as a School Social Worker

Name _____
 (Last) (First) (Middle)

Home Address _____
 City/State _____ Zip Code _____

Phone Number _____ E-mail Address _____

UNIVERSITY/COLLEGE PREPARATION			
	Major	Degree	Year Awarded
Undergraduate Institution:			
Graduate Institution*:			
PLEASE LIST SOCIAL WORK PRACTICUM or POST MSW EXPERIENCE ONLY			
AGENCY**	Involved work with Families, Children or both (indicate which)	Total hours completed	DATES

*If you are from an institution other than MSU, please send an official transcript.

**Post MSW applicants, please include letter from supervisor on letterhead indicating number of hours with children.

REQUIREMENTS THAT NEED TO BE COMPLETED

REQUIRED:

(Course #, Title, Brief Description, Date of Course Completion, and College/University Where Course Was Taken) If you have taken CE 428, 429, or 430, please include a copy of your letter of completion.

SW 873: Social Work in Educational Setting, MSU Date completed: _____

Or

CE 429/473: Social Work in Educational Setting, MSU Date completed: _____

SW 874: Assessment and Testing in School Social Work, MSU Date completed: _____

Or

CE 428/474: Assessment and Testing in School Social Work, MSU Date completed: _____

SW 875 Intervention: Children with Special Needs, MSU Date completed: _____

Or

CE 430/475: Intervention: Children with Special Needs, MSU Date completed: _____

Other/Relevant Coursework:

ADDITIONAL COMMENTS:

(To be filled out by the MSU)

Requirements completed: _____ Yes _____ No Date: _____

Comments: _____
