



**SOCIAL WORK UNDERGRADUATE PROGRAM
STUDENT HANDBOOK**

ACADEMIC YEAR 2024-2025

Revised June 2024

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Introduction

Welcome to Stockton University Social Work Program! If you are thinking about majoring in Social Work, this *Social Work Program Student Handbook* will be your best friend. It contains information about the program, including the curriculum, admission requirements, and the professional standards of the social work profession. We hope you find this handbook helpful and informative. Welcome to the Stockton University Social Work Program!



Equal Opportunity University

Stockton University is an equal opportunity institution. It does not discriminate in admissions or access to its programs and activities or in treatment or employment of individuals on the basis of race, creed, religion, color, national origin/nationality, ancestry, age, sex/gender (including pregnancy), marital status, familial status, affectional or sexual orientation, gender identity or expression, domestic partnership status, atypical hereditary cellular or blood trait, genetic information, disability (including perceived disability, physical, mental, and/or intellectual disabilities), or liability for service in the Armed Forces of the United States.

Affirmative Action

Stockton University stands firmly committed to the principle of equal employment opportunity. The University employs a diverse population of men and women who represent various racial, ethnic, and economic backgrounds. The University strives to maintain and extend that diversity, not only to comply with state and federal statutes, but also to provide an educationally desirable environment. To that end, the University has developed an Affirmative Action Program to reaffirm and operationalize fully Stockton's commitment to equal opportunity for all job classifications. The sexual harassment of students or employees by faculty, administrators, other employees, or students is a form of sex discrimination prohibited by state and federal law. The University regards such behavior as a violation of the code of

- Engage, assess, intervene, and evaluate with individuals, families, groups,

values and ethics to the broadest possible population, representing to students what it means to be engaged professional social workers; and we demonstrate our commitment to ensure that Stockton University graduates are prepared to be citizens in a democratic, cultural society.

The following table

	<ul style="list-style-type: none"> • apply critical thinking to analyze, formulate, and advocate for policies that advance human rights and social, economic, and environmental justice.
<p>Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities</p>	<ul style="list-style-type: none"> • apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies; and • use empathy, reflection, and interpersonal skills to effectively engage diverse clients and constituencies.
<p>Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities</p>	<ul style="list-style-type: none"> • collect and organize data, and apply critical thinking to interpret information from clients and constituencies; • apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies; • develop mutually agreed-on intervention goals and objectives based on the critical assessment of strengths, needs, and challenges within clients and constituencies; • select appropriate intervention strategies based on the assessment, research knowledge, and values and preferences of clients and constituencies.
<p>Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities</p>	<ul style="list-style-type: none"> • critically choose and implement interventions to achieve practice goals and enhance capacities of clients and constituencies; • apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in interventions with clients and constituencies; • use inter-professional collaboration as appropriate to achieve beneficial practice outcomes; • negotiate, mediate, and advocate with and on behalf of diverse clients and constituencies; and • facilitate effective transitions and endings that advance mutually agreed-on goals.
<p>Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities</p>	<ul style="list-style-type: none"> • select and use appropriate methods for evaluation of outcomes; • apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the evaluation of outcomes; • critically analyze, monitor, and evaluate intervention and program processes and outcomes; • apply evaluation findings to improve practice effectiveness at the

be committed to the essential values of social work which are the dignity and worth of every individual and his/her right to social and economic justice.

Knowledge Base for Social Work Practice The professional activities of social work students must be based on relevant social, behavioral and biological science knowledge and research. This includes knowledge and skills in practicum, data gathering, assessment, intervention and evaluation of practice.

Objectivity The social work student must be sufficiently objective to systematically evaluate clients and their situations without bias.

Empathy The social work student must attempt to seek to comprehend another individual's way of life and values. He/she must be able to communicate this empathy and

NON-CONFIDENTIAL RESOURCES:

Stockton Police:	609-652-4390
Student Rights and Responsibilities:	609-626-3585
Title IX Coordinator, Valerie Hayes:	609-652-4693

BSSW Faculty and Professional Staff PnBT11.04 -0 0 11.04 134.88 679.08 Tm()Tj

maternal and child health, and Motivational Interviewing.

Christine Lill

H-204

908-910-7009

MSW (Fordham University), Assistant Coordinator of Undergraduate Practicum Education, with background in clinical social work; grants, oversight and implementation of Parent Education programs; DCP&P contracts; and administration of a community-based social service agency. She has experiences as both a Practicum instructor for Stockton College and Practicum liaison for Rutgers University.

Sunny Mathew

H-226

652-4427

(Ext. 4427)

Ph.D. (Fordham University), MSW (Mangalore University), Assistant Professor of Social Work, with a focus on parenting and child wellbeing in disadvantaged families. His research agenda focuses on the social and personal conditions of parents and their effects on children's development and well-being.

The Junior Sequence

You must successfully complete SOWK 1101 and SOWK 1103 or their equivalent before entering the Junior sequence.

SOWK 2103 Human Behavior in the Social Environment II (4 credits)

SOWK 3101 History of Social Welfare Policy (4 credits)

SOWK 3102 Research Methods in Social Work (4 credits)

SOWK 3604 Generalist Social Work Practice: Theory and Methods I (4 credits)

SOWK 3605 Generalist Social Work Practice: Theory and Methods II (4 credits)

SOWK 3905 Practicum (2 credits)

In the Junior year, having completed the introductory sequence and liberal arts base, you take courses to begin to integrate the knowledge, value, and skills of generalist social work practice. In the Fall semester of Junior year while enrolled in the Generalist Social Work Practice: Theory and Methods I, you apply to enter

The Senior Sequence

SOWK 4601 Senior Seminar: Social Work Practice I (4 credits) SOWK
4901 Senior Practicum I (4 credits)
SOWK 4602 Senior Seminar: Social Work Practice II (4 credits)
SOWK 4902 Senior Practicum II (4 credits)

In the Senior year, having completed the introductory and Junior sequences, you prepare to become a generalist social work practitioner through completing the integration of knowledge, values, and skills. You apply to enter the Senior Seminar with Practicum I listed above, during the Spring of your Junior year. The application consists of an essay, the purpose of which is to deepen the ongoing process of self

GERO 3320 Spirituality and Aging; GSS 2194 Death and Dying; GSS 3615 Place Matters; GIS 3630 Finding Joseph; and AFRI 3602: Black Feminism.

You also may consider Independent Studies with appropriate faculty for interests not met by listed coursework. If you are interested in pursuing an M.S.W. degree, we strongly recommend that you enroll in a Statistics course.

Transferring from Community Colleges and Other Four-Year Institutions

If you have completed social work courses in other schools, please contact the Office of Academic Advising at (734) 769-2500 for more information.

General Studies Course
General Studies Course

(These courses should satisfy a W1 or W2
and Arts or Values attributes)

TOTAL = 16-credits

SPRING

Race, Ethnicity & Diversity (SOWK 2504)
Economics (ECON 1120 or ECON 1200)
General Studies Course
General Studies Course

(Satisfies R1 requirement)
(Satisfies Q2 requirement)
(Social Work Biology requirement)

TOTAL = 16-credits

JUNIOR YEAR

FALL

Theory and Methods I (SOWK 3604)
Human Behavior in the Social Environment II (SOWK 2103)
History of Social Welfare Policy (SOWK 3101)
Abnormal or Personality (PSYC 2211 or 3302)
Or General studies Course

(Satisfies H -History attribute requirement)
(Satisfies Advanced SOBL Cognate)

TOTAL = 16-credits

SPRING

Theory and Methods II (SOWK 3605)
Field Practicum (SOWK 3905 [2 credits])
Research Methods (SOWK 3102)
Advanced SOBL Cognate or SW Elective
General Studies Course

(Satisfies Q2 requirement)

TOTAL = 18-credits

SENIOR YEAR

FALL

Senior Seminar I (SOWK 4601)
Senior Practicum I (SOWK 4901 – 200 hrs)
General Studies Course (GIS)
Advanced SOBL Cognate or SW Elective

(Satisfies W2- 3000 or 4000 level)

TOTAL = 16-credits

SPRING

Senior Seminar II (SOWK 4602)

(Satisfies W2 requiremen2 03910.7 (-)-1.7 (f)-4300614)Tj EMC

Curriculum Plan for Students Transferring with 64 or More Credits

If you are transferring 64+ credits, that include courses that are comparable to core social work courses offered by Stockton's Social Work Program, you may be able to begin with the Junior Sequence. If you have had the prerequisite courses, you may be able to complete your degree requirements in this program in two additional years.

Please see below for a suggested schedule to navigate the requirements for transfer students with 64+ credits for graduation with a Bachelor of Science in Social Work degree.

JUNIOR YEAR - Transfer

FALL

Theory and Methods I (SOWK 3604)

History of Social Welfare Policy (SOWK 3101)
Attribute)

Co-Requisite SOWK 3604; Satisfies H

Abnormal or Personality Psych (PSYC 2211 or 3302)

General Studies Course

TOTAL = 16-credits

SPRING

Theory and Methods II (SOWK 3605)

Field Practicum (SOWK 3905) [1-credits]

(Co-Requisite SOWK 3605)

Research Methods (SOWK 3102)

(Satisfies Q2 requirement)

Advanced SOBL Cognate or SW Elective

General Studies Course

TOTAL = 18-credits

SENIOR YEAR – Transfer

FALL

Senior Seminar I (SOWK 4601)

(Satisfies W2 300/400 level)

Senior Practicum I (SOWK 4901/200 hrs)

(Co-Requisite SOWK 4601)

General Studies Course/GIS

Advanced SOBL Cognate or SW Elective

TOTAL = 16-credits

SPRING

Senior Seminar II (SOWK 4602)

(Satisfies W2 Requirement)

Senior Practicum II (SOWK 4902 – 200 hrs)

General Studies Course

Advanced SOBL Cognate or SW Elective

TOTAL = 16-credits

Additional Curriculum Information:

- x ****Biology Requirement:** All Social Work students must complete one course in human biology. Acceptable courses include *GIS 3628, GERO 2107, GERO 2109, GIS 3319, GIS 4486, GNM 2108, GNM 2123, GNM 2144, GNM2151, GNM 2179, GNM 2201, GNM 2206, GNM 2336, GNM 3105, GNM 3318, GSS 2161, PSYC 2212, PSYC 3331, BIOL 1180, BIOL 2180* or other courses approved by Social Work preceptor. The course used to meet this area may also be used in another area as appropriate.

- x **"G" courses** are general studies/liberal arts courses. Students must meet the following distribution requirements: 1 GEN (general), 2 GAH (arts/humanities), 2 GSS (social sciences), 2 GNM (natural sciences and mathematics), and 1 GIS (integration seminar in Junior or Senior year).

- x Students transferring in with 64+ credits must meet the following distributions of General Studies requirements: 1GIS (integration seminar in Junior or Senior year) AND 3 additional "G" courses
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know your preceptor and to meet with them regularly--at the very least once each semester, on designated Preceptorial Advising days.

Graduation Requirements

You are required by the university to complete a minimum of 128 credits, including 32 credits from designated General Studies courses. Courses in General Arts and Humanities (GAH), General Natural Sciences and Mathematics (GNM), General Social and Behavioral Sciences (GSS), General Interdisciplinary Skills and Topics (GEN), and General Integration and Synthesis (GIS) will allow you additional opportunities to build upon the liberal arts and knowledge base of the profession. You must also complete 16 credits in courses that are At Some Distance from your major. This assures your education is firmly grounded in liberal arts and sciences. Transfer students are given credits for appropriate work done at other accredited institutions. You are also required to fulfill requirements in Writing (W1, W2), Quantitative Reasoning (Q1, Q2), Race and Racism Education (R1, R2), Historical Consciousness (H), the Arts (A), Values (V), and International/Multicultural (I) courses. It is essential for you to consult

certification forum and graduate school forums), sponsored the Ospreython dance fundraiser for CHOP, and conducted countless other drives and fundraisers (cell phones for military overseas, dresses/professional clothing for women, winter coats for the Atlantic City Rescue Mission, and hair care products for women of color in homeless shelters, among others). The social work club is also visible in the community through volunteer work and activism including social justice marches, soup kitchens, Habitat for Humanity, the Atlantic City Healthplex, and others. The social work club also provides the opportunity to collaborate with other clubs.

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Rutgers, Monmouth, and Temple Universities, while another 8 to 10 graduate schools, including Fordham, Columbia, Widener, the University of Pennsylvania, and Ramapo College have conferred the MSW degree upon our graduates. Several of our graduates have successfully pursued advanced degrees in other academic and professional disciplines, such as Divinity, Law, and Public Administration.

Career Opportunities/Employment Demand

The Bachelor of Science (B.S.) in social work has been recognized by the Council on Social Work Education and the National Association of Social Workers as the entry professional degree in social work. Job opportunities exist in a wide range of public and private social welfare agencies and institutions. Many state Civil Service commissions, including New Jersey's, recognize the Bachelor of Science degree in social work as qualification for a professional social work position. Graduate programs leading to the master of social work (MSW) degree are available at most major universities.

Both the Baccalaureate and Master level students are employed in multiple human service settings throughout the Southern region and the State of New Jersey. Employers include: Rutgers School of Social Work; Atlantic County Women's Shelter; Bergen County Prosecutor's Office; New Jersey Division of Youth and Family Services; Administrative Offices of the Court; Federation of Jewish Agencies; Family Service Association of Atlantic County; AtlantiCare Behavioral Health; Ancora Psychiatric Hospital; County Office on Aging; County Welfare Boards; Atlantic City Medical Center; Big Brothers/Big Sisters of Atlantic County; and the Arc of Atlantic County.

Certification and Licensure

All states now have some form of state licensure or certification for social workers. In New Jersey there are three possibilities: CSW (Certified Social Worker), LSW (Licensed Social Worker), and LCSW (Licensed Clinical Social Worker). Once you have obtained your BS in Social Work, you are eligible to obtain the CSW. Currently in NJ, there is no examination for this certification. To obtain your CSW, you need to contact the State Board of Social Work Examiners at 507-6495 or visit www.state.nj.us/oag/ca/social/index.htm. Once you have obtained your CSW, you will need to earn

Professional Conduct

Stockton Social Work Undergraduate Student Code of Conduct

Stockton's Social Work Undergraduate program develops leaders in the social work profession whose work advances professional values, knowledge and skills through programs and policy that enhance well-being and promote human rights and social justice at the local, national and global level.

In preparation for the

4. Contact Provost to appeal division and program decision.
5. Contact

the charge. The individual faculty member who is teaching the class has the discretion to give the student a failing grade for that course.

Academic Honesty Appeals Board

Academic dishonesty is a serious violation of academic policy and the Campus Conduct Code and is punishable by severe sanctions including suspension and expulsion. The range of sanctions imposed is contingent on several factors, including the decision of a faculty member making the charge, whether it is the student's first or a repeat offense, and the extent and nature of the offense.

If a student appeals the charge of academic dishonesty, the Academic Honesty Appeals Board, a standing committee consisting of faculty and select students, will hear the case. The Academic Honesty Appeals Board makes a recommendation to the Provost, ~~writes~~ the final decision on the appeal.

Other Grounds for Dismissal

In addition to the minimum 2.50 GPA in Social Work Program courses that is required for students to remain enrolled in the program, the Undergraduate Program has additional Professional Program Standards.

Professional Program Standards

In general, students who meet academic standards will have no difficulty meeting professional standards. However, on occasion a student may possess all the requisite academic skills and yet may not be ready to meet the emotional challenges of undergraduate studies. This lack of readiness would be evidenced by behaviors that emerge in the classroom in relations with professors or other students or in practicum. Since it is possible for a student to have difficulty relating with one particular professor or practicum instructor, the decision to terminate or take other disciplinary action against an undergraduate student (i.e., place on probation, suspension) will not be made by only one person but will be the decision of the Academic and Professional Standing Committee.

Behaviors that may result in a student being considered for professional termination or other disciplinary action (i.e., probation, suspension) include the following:

- x Behaviors in violation of the Campus Conduct Code (as found in *the Stockton University Bulletin*)
- x "Key Attributes" listed on page 7 and 8 are not demonstrated, and student has not responded to a meeting with faculty.
- x Consistent failure to meet generally accepted standards of professional conduct and personal integrity, as described in the *NASW Code of Ethics*
- x Disruptive behavior towards other students, faculty, University staff, agency staff, practicum instructors, or agency clients
- x Consistent inability to form effective helping relationships (e.g., lack of respect for client self-determination, inability to be non-judgmental, discriminatory behavior, lack of cultural competence and appreciation for social diversity with respect to race, ethnicity, gender, sexual orientation, socioeconomic class, age, disability, and religion).
- x Lack of minimal self-awareness that consistently interferes with ability to relate to others (e.g., self-disclosure inappropriately in the classroom, practicum placement or the profession; is unable to work toward resolving one's personal issues that may impair academic and/or professional performance)
- x A pattern of irresponsible behavior, such as excessive tardiness and/or absenteeism in class or in

The Academic and Professional Standing Committee (APSC) is a Program level system for early detection of problems in academic or professional performance. The Academic and Professional Standing Committee will: 1) review criteria for performance review, 2) make recommendations to the Program for updates or changes to the review process 3) receive requests for review of student performance 4) review requests for review of student performance, and 5) make decisions on all reviewed requests. The Committee may decide that there is no basis for further action or that a specific student contract must be established for a probationary period before determining the need for further action. The contract will include problems to be solved, actions to be taken to solve the problems, a time period to carry out identified actions and evaluation of student performance, and consequences for noncompliance. The Committee will work with the student, his/her preceptor, and other relevant persons. In addition, the Committee may make final determination to terminate the student from the social work program for the following reasons: the student refuses to develop a contract, fails to fulfill the contract, or if during the process of completing the contract some serious negative behavior or failing academic performance occurs. Termination or dismissal can occur in any semester including the last semester of enrollment in the Program.

Possible Outcomes from Academic and Professional Standing Committee Review

Probation: The student is placed on probation and may continue in the program for a time-limited period to allow for completion of the contract.

Suspension: The student is temporarily removed from the program and required to complete a contract as developed with the Academic and Professional Standing Committee.

Termination/Dismissal: The student is no longer permitted to be in the social work program.

Program Procedure for Requesting and Conducting Professional Performance Review

1. Before filing a request with the Committee, the potential Requester must make all reasonable

must submit a written reply to the Requester's filing to the Committee within one week of receipt of the notice; and a statement a Committee representative will contact both parties within two weeks to schedule a review. Barring extenuating circumstances, the Committee

Requester 9 (s)Tj0 D(w)4.6 (i)-withy2 (n(r)11.9liiv)5 (e)Td()Tj0.005 Tc -0.005 Tw 0.228 0 Td(w)

expected to comply with this requirement.

Procedure for Readmission to the Social Work Program

Students who have been terminated for reasons of academic and/or professional performance from the Social Work Program may seek to be readmitted later. A terminated student who displays renewed determination to complete the program satisfactorily may reapply for acceptance after a wait of at least one year. The procedure for requesting reacceptance is to write a formal letter to the Social Work Program chair to request a personal appearance before the Social Work Program. At this time, the student should provide clear evidence of academic and/or professional growth during the period that he or she was out of the Program.

Policy to Inform Students of Additions or Changes to the Student Handbook

The Social Work Student Handbook is available to each student electronically on the Social Work Program's webpage and contains curriculum information and the policies that will pertain to the student during their time at Stockton University. The Social Work Program's Student Handbook is revised and updated yearly each June. New or revised policies faculty deem important enough to implement immediately upon adopt 0.207TT.7 (al)]TJ 0 Tc 0 Tw 3.6ebTd [(S)1.7 (t)-f.6 (e)9.-4.6 (heov)-1.6 (d)-4.6 (m) 6 (e

A Final Word

We hope this handbook answers many of your questions about Stockton's Social Work Program. If you have additional questions or concerns, please feel free to contact the Social Work Program chair or your preceptor, or visit www.stockton.edu/bsw

COVID-19 Statement: Students are expected to follow Stockton University mask and social distancing policies, both in the classroom and during class breaks. When mask wearing policies are in effect, this means fully covering the nose and mouth. Because social distancing and mask wearing are acts that protect others, following COVID protocols reflects core social work values such as service, dignity and worth of the person, and the importance of human relationships. Social justice demands creating a safe and healthy environment for all students, including those unable to vaccinate due to health reasons. Further, following institutional policies reflects professionalism and competence. All instructors will require students to follow any COVID policies that are in effect. Students who repeatedly do not respond to instructor requests regarding safety will be asked to leave the classroom and will be marked as absent for that class.