



# School of Social Work

## REVIEW OF PROGRAM REQUIREMENTS

### An Important Message from Boston University School of Social Work

Welcome to Boston University School of Social Work Off-Campus & Hybrid Programs. The following information will assist you in better understanding the expectations for your academic, field work and the BUSSW's policies procedures and requirements.

To protect and ensure the academic quality and integrity of our Program, we ask you to review and indicate acceptance of the following by signing this document and by checking the confirmation box at the end of this document.

#### I. ORIENTATION REQUIREMENT

Students are required to attend the following two orientations:

- **BUSSW Off-Campus & Hybrid Program Pre-Orientation** – Student orientation webinar done at their specific campus (Cape, Fall River, Bedford or Worcester)
- **BUSSW All Campus New Student Orientation** – Thursday 9/2/2021 from 9 -12 Virtual (required)& 12- 4 in Boston (optional)

#### II. COMMITMENT TO THE PROGRAM

✓ **Abide by the Boston University's School of Social Work Academic Policies and Procedures:**

Students are expected to adhere to the [Boston University's School of Social Work Academic Policies and Procedure](#).

BUSSW takes academic honesty very seriously. The BUSSW Academic Policies & Procedures, details several of the issues related to defining plagiarism and other forms of academic dishonesty, as well as describing how it is handled at the school. Each incoming student is **required** to complete an on-line academic honesty tutorial which you can access at [Academic Honesty Tutorial](#).

✓ **Complete the Sexual Misconduct Training (required of all Boston University Students)**

The required Sexual Misconduct Prevention Training teaches students information and skills to safely intervene in situations that may lead to sexual violence, and it discusses students' rights and responsibilities related to sexual misconduct. It's important that students take this training to help contribute to a respectful and healthy campus community.

- [Sexual Misconduct Training](#)

✓ **Commitment to Classroom Attendance and Participation**

***Students are expected to attend all class sessions and to inform the instructor in advance of any absences. Failure to attend class sessions is likely to have a negative effect on course grades.***

Given that missing a class in an Off-Campus or Hybrid Program course has significant implications regarding a student's ability to successfully complete the course, we encourage students to attend all classes and to notify instructors by phone or e-mail of any impending absence, indicating how they will obtain material from the missed session.

✓ **Commitment to Field Education**

- Students are required to enroll in field internship(s) based on their program plan. Internships are available on weekdays, during normal business hours.
- The Field Education Department is responsible for coordinating, and approval of, all field placements for students.

- Students engage in a collaborative field placement process with their advisor to find a field internship opportunity in the community that fits within their areas of interest, future practice goals and current learning goals.
- Field education is done concurrently with practice courses to ensure the integration of field and classroom learning.
- Additional information describing field education is available in the [Guide to Field Education](#).

✓ **Commitment to Using Appropriate Technology**

To successfully participate in the program, you will need the following:

- A computer, headset with a microphone, webcam and High Speed Internet
- To ensure that you are prepared for the SR744 course students must use SPSS a statistical software package:
  - SPSS can be downloaded for free from the BU IT website [HERE](#)
  - SPSS does NOT run on a tablet, phone, Chromebook, or device without a Mac or OS operating system.
  - Please make arrangements for access to an appropriate device prior to starting the SR 744 course [SSW](#)

[Technology Resources](#)

III. **Social Work Licensing Information**

Many social workers are required to obtain licensure to practice social work. Each state has different licensure requirements. Please visit the [University’s State Authorization website](#) for state-specific licensing information where you will find information regarding whether Boston University’s School of Social Work Program meets each state’s academic requirements for social work licensure.

By initialing below, you acknowledge that the School of Social Work has provided you with this information.

- ✓ *Initial here \_\_\_\_\_* I have received information regarding whether Boston University’s Master of Social Work program meets the academic requirements for state licensure in the social work profession in \_\_\_\_\_ (*insert state here*), where I am located.
- ✓ *Initial here \_\_\_\_\_* I understand that it is my responsibility to inform the University of my new location if I move through “Student Link” and an email to: [sswocp@bu.edu](mailto:sswocp@bu.edu).

IV. **Additional resources for online students include the following:**

- [Basics of APA Style Tutorial](#)
- [Complaint Resolution and State Authorization](#)
- [First Thursday:](#)

BUSSW hosts monthly virtual opportunities for students to participate in events, and engage in conversation with the BUSSW community. These events will be held on the **FIRST THURSDAY** of each month from 8:30-9:30 PM EST via Zoom Web Conferencing. Go to [FIRST THURSDAY](#) for event topics and login information.

V. **Confirmation that you have reviewed/completed above requirements:**

Please note that prior to the beginning of your first course we must receive this form confirming that you have reviewed the content listed above and that you have completed the orientation sessions.

- ✓  Please check that you have reviewed and completed the above requirements.

Please sign