MSW Application Checklist

An application for admission to all MSW programs must include:

☐ The Application Summary: this PDF is generated after you complete your OUAC application (go back to OUAC and log in to retrieve the document if you did not download it after submission).

☐ Transcripts of **all** undergraduate and graduate work from universities as well as any degrees or diplomas from colleges, **including those at which you were enrolled but did not complete a program**. This includes institutions that may appear as transfer credits or exchange programs on your degree transcripts. **You must submit a full and complete postsecondary academic history**.

Unofficial transcripts are accepted at the time of application. If an offer of admission is extended, official transcripts dated within the past six months will be required.

If you require more than the available transcript spaces, email gradadmissions@wlu.ca to request the number of additional spaces needed.

☐ Statement of Interest form. This form includes:

i. Specific questions from the faculty. Read the instructions and answer questions thoughtfully and reflexively.

ii. Graduate exemption requests for previous graduate work (**if applicable**).

iii. Field Placement Agreement. Read and agree to the declarations.

☐ Human Service Organizations Summary through the Experience Profile form.

☐ A resume of your academic and work experience. Include a history of your publication and scholarly paper activity and any other information you feel will interest the admissions committee.

a. There is no set format for this document. However, we ask that you fully describe your duties for work and volunteer experiences that are particularly relevant to the social work field as well as the approximate number of hours for each experience.

☐ Completed reference forms. Two references are required. One (1) Academic and one (1) Professional. Applicants who have been out of school for three or more years, and who cannot obtain an academic reference, will be required to submit a second professional reference in its place. A professional reference is someone who can speak to your work and/or volunteer experience in human services. Do not include personal references from friends and family. Reference forms are electronically submitted to Laurier by the referee and do not need to be uploaded by the applicant.

The following documents are required only if applicable:

☐ For permanent Canadian residents, evidence of your status in Canada is required. You must provide a photocopy of your signed "Record of Landing" or photocopies of both sides of your permanent resident card.

☐ A completed Authorization of Information Release (AIR) form is required if you have engaged the services of an education agent/agency. Upload it to your application checklist when you identify your agent in the OUAC application. Visit Step 2 for more information about the AIR.