Millersville University - Shippensburg University MSW Program MSW Application Checklist

<u>Very Important:</u> You may complete this application in stages but your application will not be reviewed until all required documents are received by the Office of Graduate Admissions.
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Graduate College Application at: www.ship.edu/admissions/apply
Application fee. If you complete an online application this will be the last step of your application. Ensure you click
"Finish and pay" at the very bottom of the application. If you have issues please contact Graduate Admissions.
MSW Track Selection Form
All students requiring Advanced Standing: Recommendation for Advanced Standing Give a copy of the form to the BSW program director or the head of the social work department completing the recommendation with a stamped envelope addressed to:
Shippensburg University - Office of Graduate Admissions 1871 Old Main Drive Shippensburg PA 17257.
GRE or MAT scores (for students whose GPA is lower than 2.8). For MAT test info visit the Placement Testing Office
One copy of the Official Transcripts from all colleges or universities attended. The transcripts must be in sealed envelopes from the issuing institutions to be considered "official." If you are currently enrolled in a college or university when submitting your application, you must have official transcripts, to date. Have an additional transcript mailed to Graduate Admissions once you have completed the course work and your degree has been conferred.
A <u>Waiver Request Form</u> should be completed only by students requesting waivers from courses they have already demonstrated proficiency. This is <u>OPTIONAL</u> and not a required part of your application.
Academic and Professional Statement[MS Word] - Link to PDF Format
Resume – The formatted version provided is recommended. You may also send a currently formatted resume.
Required Liberal Arts Courses Form- Use format provided
Three (3) <u>Reference Forms</u> . Download and complete the top portion of the form. Give a copy of the form to each person completing recommendation with a stamped envelope addressed to:
Shippensburg University - Office of Graduate Admissions 1871 Old Main Drive

MSW application Checklist- use this form to indicate you have completed each of the required elements above.

Shippensburg PA 17257.

Email all electronic forms as email attachments to: Graduate Admissions: <u>GradAdmiss@ship.edu</u>. Please include your full name and date of birth in all email correspondence. Please send all the other documents via postal mail using the address listed above.