

# **FORENSIC SOCIAL WORK CERTIFICATE PROGRAM**

**ADMISSION APPLICATION**



**UNLV  
SCHOOL OF SOCIAL WORK**

**2010**



Dear Applicant:

Thank you for your interest in the University of Nevada Las Vegas, Advanced Graduate Forensic Social Work Certificate Program (“FSW Certificate”). The program is designed to meet the rapidly growing need for graduate level trained social workers with specific expertise related to law and legal systems. This certification will significantly enhance the professional standards and service for social workers, who work within the legal community.

Enclosed you will find the following items:

- ✓ Program Description
- ✓ Plan of Study
- ✓ Admission Requirements
- ✓ FSW Certificate Program Application
- ✓ Reference Forms (3)

NOTE: You must also submit an application to the UNLV Graduate College (not enclosed). Please refer to <http://graduatecollege.unlv.edu/admissions/>

Submit Social Work Certificate Application to the Social Work office. Applications must be submitted by March 1, 2010 for admission to the Summer/Fall 2010 program. Notification of those admitted to the program will be sent by April 1, 2010. Please consult the checklist to ensure that all required documentation is received.

We look forward to reviewing your application and thank you for your interest in this extraordinary opportunity.

Sincerely,

Stacey Hardy-Desmond, Ph.D., J.D., L.C.S.W.  
Forensic Social Work Certificate Program Coordinator  
Director of Field Education  
UNLV School of Social Work

## PROGRAM DESCRIPTION

### MISSION

With competence and integrity, the mission of the Advanced Graduate Forensic Social Work Certificate Program is to prepare skilled practitioners for expertise in forensic social work practice as social justice advocates for individuals, families, organizations, and communities.

### PROGRAM

The Advanced Graduate Forensic Social Work Certificate Program (“FSW Certificate”) is designed to meet the rapidly growing need throughout Nevada and the southwest for graduate level trained social workers with specific expertise related to law and legal systems. The program will address areas of practice that reflect the nexus between social work and the law, including: child welfare, domestic relations law including family violence; immigration; adult criminal and juvenile justice; public education, mental health; disabilities; and aging.

The program is guided by the values and knowledge-base of the social work profession, governed by the School of Social Work mission statement, and is directed by the School’s goals and objectives.

### PLAN OF STUDY

Course Number	Course	Credits
SW 7001	Orientation to Forensic Social Work	1
SW 676/7006	Legal and Ethical Issues in Social Work	3
SW 7002	Seminar in Criminal Law	3
SW 7003	Seminar in Family Law	3
SW 7004	Skills Lab: documentation, expert witness, mock court	3
SW 7005A	Field Practicum – Forensic Social Work*	3
SW 7005B	Professional Presentation – Forensic Social Work*	3
SW 7010	Capstone in Forensic Social Work - Publication quality paper (co-authored with SSW or BSL faculty) - Professional portfolio	2
Total for Certification Completion		18

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\* SW 7005A and B – students who can show proof of extensive forensic social work experience within the past 5 years may opt for option “B” in lieu of a field practicum. SW7005B requires a symposium presentation and can only be taken with administrative approval.

## **PROGRAM STRUCTURE**

The FSW Certificate follows a prescribed course of study that starts during the Summer Term and ends during the following Fall Term of the Academic year. Student *currently* or *concurrently* enrolled in an MSW program

### Semester 1 (Summer)<sup>1</sup>

SW 7001 Orientation to Forensic Social Work (Summer Session I, Week 3 only)

SW 7002 Seminar in Criminal Law (Summer Session II, 5 weeks, intensive)

SW 7003 Seminar in Family Law (Summer Session II, 5 weeks, intensive)

SW 7004 Skills Lab (Summer Session III)

### Semester 2 (Fall)

SW 671 Legal and Ethical Issues (per schedule)

SW 7005 (A or B) (15 weeks)

SW 7010 Capstone in Forensic Social Work (independent study format)

## **FIELD PRACTICUM SITES (partial list)**

UNLV Boyd School of Law  
Clark County Public Defender's Office  
Clark County Special Public Defender's Office  
Clark County Psychological Services (Juvenile Justice Services)  
Clark County Family Court & Service Center  
Clark County Neighborhood Justice Center  
Private Practice-John Pacult-Court Mandated sexual perpetrators  
Corrections of Corporations of America (women's prison)  
Summit View Detention Center  
Caliente Youth Center

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<sup>1</sup> Specific summer session terms (I, II, or III) subject to adjustment for scheduling purposes.

## ADMISSION REQUIREMENTS

Forensic Programs Admission decisions are based on the following:

- ✓ Concurrent enrollment in an MSW program, or completion and verification of a Masters degree in social work *OR* a related field (Must submit official transcripts from granting program/institution or proof of acceptance into the graduate program.)<sup>2</sup>
- ✓ Fully completed Forensic Social Work and Graduate College applications
- ✓ Professional Social Work License (if applicable, but not required. Attach copy to Application)
- ✓ Personal statement (instructions below)
- ✓ Reference Forms (3)
- ✓ Candidate Interview (Note: If invited for an interview, you must supply a current Résumé or Curriculum Vita)<sup>3</sup>

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<sup>2</sup> Note that Nevada Revised Statutes require that the title of “social worker” be reserved for students or graduates of accredited social work degree programs. Therefore, although the FSW certificate program is open to those with masters degrees in other fields, only those with degrees specifically in “social work” can assume the social work title.

<sup>3</sup> The FSW Certificate Admissions Committee reserves the right to invite candidates for face-to-face interviews or phone interviews for out-of-state candidates.

**UNIVERSITY OF NEVAD LAS VEGAS  
SCHOOL OF SOCIAL WORK**

**FORENSIC SOCIAL WORK  
APPLICATION FOR ADMISSION**

<b>Demographic Information</b>		
1	Name (last, first, middle)	
2	Social Security Number	
3	Address (street address, apartment #, zip code)	current:
		Local/mailling (if different from current residence):
4	Telephone Numbers	Home:
		Work:
		Mobile/Cell:
5	E-mail Address	

<b>Additional Background Information</b>		
1	Are you currently employed?	Yes_____ No_____ If "yes", what is your: Current Title:  Agency/Organization (employer):
2	Do you have a Nevada State L.S.W. license?	Yes_____ No_____ Number: _____ Are you licensed in another state? Yes _____ No _____  Have you had your license revoked for any reason? Yes_____ No_____ (If "yes", please attach a statement explaining the circumstances and documentation of reinstatement if applicable.)
3	Do you speak a language other than English?	Yes_____ No_____ Specify: _____  Circle level of fluency: Beginning Intermediate Fluent
4	Professional experience with legal settings and/or issues?	Briefly describe:        Circle your extent of professional experience with legal settings and/or issues: Minimal Some A lot Extensive

<b>Notifications</b>	
1	<p><b>Felony Convictions</b></p> <p>Please be advised that individuals with felony convictions may be restricted from participating in certain field practicum sites due to agency background policies. Agencies may require background checks and other screening procedures.</p>
2	<p><b>Time Commitments</b></p> <p>Due to the rigorous format of seminars/classes, it is imperative that candidates prepare for and commit to the requirements of the program. Candidates are strongly advised to exercise intense time management and organizational skills. All program requirements must be completed according to the program of study and within no more than 3 sequential semesters.</p>

## **PERSONAL STATEMENT INSTRUCTIONS**

The role of forensic social workers focuses on social welfare issues in legal systems. The work contexts can include, but are not limited to: death penalty mitigation, legal aid advocacy, victim-offender restitution/mediation, domestic violence, substance abuse, interviewing of witness, child custody, expert testimony in both civil and criminal litigation. Please respond to all of the following items in three (3) pages maximum.

1. Describe your experiences as a professional social worker since the completion of your Masters degree, and describe how your experience contributes to your potential as a forensic social worker.
2. What are your strengths, and how would you utilize your strengths within the legal system or in law related arenas?
3. Legal advocacy can be an adversarial process. How would you approach working in a professional context that can starkly contrast with traditional social work values and practice?

## **REFERENCE FORMS**

All applicants must submit to the School of Social Work **three** (3) reference forms, which reflect the applicant's general capabilities and motivation as a forensic social worker. Two of the forms can be from professional references and one form should be from either your most recent employer or a professor familiar with your academic performance.

**ADVANCED GRADUATE FORENSIC SOCIAL WORK  
CERTIFICATE PROGRAM  
REFERENCE FORM**

**To be completed by the applicant:**

Name of Applicant			
	<i>Last</i>	<i>First</i>	<i>Middle</i>

I waive the right to view or access this reference form.

Yes [ ]      No [ ]

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by the person giving the reference:**

We would appreciate a recommendation from you concerning the person named above who is an applicant to the UNLV Advanced Graduate Forensic Social Work Certificate Program. Information is particularly desired concerning your knowledge of:

- The candidate's proficiency and promise as a scholar;
- His or her ability to work with others and gain from experience;
- The candidate's rating (using the table on the next page) compared with other potential social workers you have known.

1. How long and in what connection have you known the applicant?
  
  
  
  
  
  
  
  
  
  
2. Describe the skills that demonstrate the applicant's potential for professional social work in a legal setting.
  
  
  
  
  
  
  
  
  
  
3. Describe the characteristics that may hinder the applicant's effectiveness as a forensic social worker.

*\*\*Please place this recommendation form letter in a sealed envelope, place your signature across the seal and mail it, or return it to the applicant for submission with his/her other application material.*

**RATING SCALE**

*Please put an "X" in the appropriate space.*

RATING SUBJECT	OUTSTANDING	ABOVE AVERAGE	ADEQUATE	POOR	N/A	NOT OBSERVED
INNOVATIVE						
KNOWLEDGE OF FIELD						
INTELLECTUAL ABILITY						
COMMUNICATION SKILLS (WRITTEN)						
COMMUNICATION SKILLS (ORAL)						
SOCIAL SKILLS						
PERSEVERANCE						
SOCIAL WORK VALUES AND ETHICS						
SELF-AWARNESS						
ABILITY TO WORK WELL ADVERSARIAL CONTEXTS						
ABILITY TO WORK WELL WITH DIVERSE POPULATIONS						

**OVERALL RECOMMENDATION**

*(Please check one, use reverse side for comments)*

- I recommend the applicant, without reservation, as an excellent prospect.
- I have some reservation, but would recommend the applicant as a good prospect.
- I have substantial doubts, but think the applicant should be given a chance to prove himself/herself.
- I feel that the applicant is not suited for the program.

\_\_\_\_\_  
Printed Name and Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency Affiliation

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone



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Date

\_\_\_\_\_  
Agency Affiliation

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

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CERTIFICATE PROGRAM  
REFERENCE FORM**

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Name of Applicant	
	<div style="display: flex; justify-content: space-between;"> <span><i>Last</i></span> <span><i>First</i></span> <span><i>Middle</i></span> </div>

I waive the right to view or access this reference form.

Yes [ ]      No [ ]

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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- The candidate's proficiency and promise as a scholar;
- His or her ability to work with others and gain from experience;
- The candidate's rating (using the table on the next page) compared with other potential social workers you have known.

7. How long and in what connection have you known the applicant?

8. Describe the skills that demonstrate the applicant's potential for professional social work in a legal setting.

9. Describe the characteristics that may hinder the applicant's effectiveness as a forensic social worker.

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\_\_\_\_\_  
*Printed Name and Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Agency Affiliation*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Phone*