

Application Materials Checklist

The following application materials must be completed and returned to the Graduate School, 2 Winslow Hall, University of Maine, Orono, ME. 04469-5782.

1. **Two copies** of the *Application for Admission to the Graduate School* form.
2. **Two copies** of all official transcripts.
3. **Graduate Record Examination (GRE)** or the **Miller's Analogy Test (MAT)**. You should register to take the GRE's Aptitude Test as promptly as possible and request that your scores be sent to the Graduate School, or arrange to take the Miller's Analogy Test through the Testing Office. The results should be forwarded to the Graduate School.
4. **Course List/ Options for a Program of Study Form**. On the **Course List form**, please list twelve course credits of social and behavioral sciences courses taken, and please specify whether you have taken six credit hours in the Arts and Humanities. In the final section, include any other courses that you feel are relevant. On the **Options for a Plan of Study**, please indicate whether you are applying for Advanced Standing or the full program, and whether or not you intend to pursue your MSW on a regular, Orono part-time or Belfast weekend option.
5. **References**. List the names of those people providing references on the back of the Graduate Application form. References reflecting your academic ability and/or suitability for social work are desirable. If you are currently employed or volunteering in a social service agency, it is important to include a reference from your direct supervisor. Members of your own family, your therapist or personal friends are not appropriate references. **Please give your references our letter which goes with the Graduate School's official reference form.**
6. **Admissions Essay**. Please use the Graduate School application form and attach any additional pages. The essay must be typed and not be longer than four double-spaced pages. In your admissions essay, please discuss your interest in social work, your professional goals, and the values that guide your life and work. Please include information about life and work experiences, your cultural background, language ability, or any other information pertinent to your application. If possible, please describe what you envision yourself doing as a social worker 5 to 10 years from now. Finally, describe one major social problem that is of greatest personal concern or interest to you. Discuss why, in your opinion, the problem deserves public attention and resources, and make a recommendation for addressing the problem.
7. **Work Resume**. Include a brief resume of your work and volunteer experiences.
8. **Field Practicum Evaluation**. Applicants for advanced standing need to include a copy of their final field evaluation. If you are in your final semester for your BASW please send your mid-term field evaluation form.

All application materials are confidential.

DEADLINES: All applications for the **Orono MSW program and the MSW weekend program** held at **The Hutchinson Center in Belfast** should be submitted to the Graduate School by **February 15, 2007**. Applications received after this deadline will be considered until the program is filled.