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## STUDENT RESOURCES

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USING THE UNF BSW STUDENT HANDBOOK

Introduction & Overview
Welcome to the University of North Florida (UNF) Bachelor of Social Work (BSW) Program! The information contained in this handbook is intended to help you successfully navigate your BSW Program of Study. You will find detailed descriptions of academic and professional performance requirements as well as a variety of student resources available to you on the UNF campus. BSW students are required to adhere to the policies and procedures described in this handbook. If you have questions or concerns regarding the BSW Program’s policies and procedures, please do not hesitate to contact the BSW Program Director or the Chair of the Department of Sociology, Anthropology, and Social Work.

Note Regarding Academic Policies
We make every effort to ensure that the policies contained in the UNF BSW Student Handbook are up to date and in accordance with University policies. In the event that the policies contained in this Handbook conflict with official University policies, the University’s policy will supersede this document. Students should also be aware that some policies, such as graduation requirements, are linked to the student’s catalog year (typically the year a student was admitted to the University or to the major). Thus, two students in the same program may be subject to different requirements. For this reason, we encourage you to meet regularly with your College of Arts and Sciences (COAS) Advisor to ensure that you are aware of and on track to meet all University graduation requirements. Your COAS Advisor can also provide insight on other University policies.

“What after all has maintained the human race on this old globe despite all the calamities of nature and all the tragic failings of mankind, if not faith in new possibilities and courage to advocate for them.” – Jane Addams
THE BACHELOR OF SOCIAL WORK (BSW) PROGRAM

Mission
The mission of the University of North Florida (UNF) Bachelor of Social Work (BSW) program is to prepare students with the generalist knowledge, values, and skills to provide effective social work services to diverse client systems in a variety of practice settings. Our curriculum is designed to enhance students’ understanding of and sensitivity to economic and social inequalities and foster commitment to serving and advocating for the well-being of those who are vulnerable, marginalized, and oppressed.

Goals
In accordance with our mission, the BSW program aims to

1) Offer a curriculum grounded in the liberal arts and informed by state-of-the-art social work knowledge that prepares students for effective generalist social work practice with diverse client systems in a variety of practice settings;
2) Enhance students’ understanding of and sensitivity to economic and social inequalities, fostering commitment to serve and advocate for those who are vulnerable, marginalized, and oppressed;
3) Prepare students to engage self-critically in practice evaluation as well as lifelong personal and professional growth through the development of research, critical thinking and problem-solving skills; and
4) Socialize students to the values and ethics of the social work profession.

Competencies1
As dictated by the CSWE’s (2015) Educational Policy & Accreditation Standards, all UNF BSW students will demonstrate the following nine core competencies.

1) Demonstrate Ethical and Professional Behavior. Social workers understand the value base of the profession and its ethical standards, as well as relevant laws and regulations that may impact practice at the micro, mezzo, and macro levels. Social workers understand frameworks of ethical decision-making and how to apply principles of critical thinking to those frameworks in practice, research, and policy arenas. Social workers recognize personal values and the distinction between personal and professional values. They also understand how their personal experiences and affective reactions influence their professional judgment and behavior. Social workers understand the profession’s history, its mission, and the roles and responsibilities of the profession. Social workers also understand the role of other professions when engaged in inter-professional teams. Social workers

1https://www.cswe.org/getattachment/Accreditation/Accreditation-Process/2015-EPAS/2015EPASWeb_FINAL.pdf.aspx (pp.7-9)
recognize the importance of life-long learning and are committed to continually updating their skills to ensure they are relevant and effective. Social workers also understand emerging forms of technology and the ethical use of technology in social work practice.

2) **Engage Diversity and Difference in Practice.**
Social workers understand how diversity and difference characterize and shape the human experience and are critical to the formation of identity. The dimensions of diversity are understood as the intersectionality of multiple factors including but not limited to age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status. Social workers understand that, as a consequence of difference, a person’s life experiences may include oppression, poverty, marginalization, and alienation as well as privilege, power, and acclaim. Social workers also understand the forms and mechanisms of oppression and discrimination and recognize the extent to which a culture’s structures and values, including social, economic, political, and cultural exclusions, may oppress marginalize, alienate or create privilege and power.

3) **Advance Human Rights and Social, Economic, and Environmental Justice.**
Social workers understand that every person regardless of position in society has fundamental human rights such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers understand the global interconnections of oppression and human rights violations and are knowledgeable about theories of human need and social justice and strategies to promote social and economic justice and human rights. Social workers understand strategies designed to eliminate oppressive structural barriers to ensure that social goods, rights, and responsibilities are distributed equitably, and that civil, political, environmental, economic, social, and cultural human rights are protected.

4) **Engage in Practice-Informed Research and Research-Informed Practice.**
Social workers understand quantitative and qualitative research methods and their respective roles in advancing a science of social work and in evaluating their practice. Social workers know the principles of logic, scientific inquiry, and culturally informed and ethical approaches to building knowledge. Social workers understand that evidence that informs practice derives from multi-disciplinary sources and multiple ways of knowing. They also understand the processes for translating research findings into effective practice.

5) **Engage in Policy Practice.**
Social workers understand that human rights and social justice, as well as social welfare and services, are mediated by policy and its implementation at the federal,
state, and local levels. Social workers understand the history and current structures of social policies and services, the role of policy in service delivery, and the role of practice in policy development. Social workers understand their role in policy development and implementation within their practice settings at the micro, mezzo, and macro levels and they actively engage in policy practice to effect change within those settings. Social workers recognize and understand the historical, social, cultural, economic, organizational, environmental, and global influences that affect social policy. They are also knowledgeable about policy formulation, analysis, implementation, and evaluation.

6) **Engage with Individuals, Families, Groups, Organizations and Communities.**
Social workers understand that engagement is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers value the importance of human relationships. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to facilitate engagement with clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand strategies to engage diverse clients and constituencies to advance practice effectiveness. Social workers understand how their personal experiences and affective reactions may impact their ability to effectively engage with diverse clients and constituencies. Social workers value principles of relationship-building and inter-professional collaboration to facilitate engagement with clients, constituencies, and other professionals as appropriate.

7) **Assess Individuals, Families, Groups, Organizations, and Communities.**
Social workers understand that assessment is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in the assessment of diverse clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand methods of assessment with diverse clients and constituencies to advance practice effectiveness. Social workers recognize the implications of the larger practice context in the assessment process and value the importance of inter-professional collaboration in this process. Social workers understand how their personal experiences and affective reactions may affect their assessment and decision-making.
8) **Intervene with Individuals, Families, Groups, Organizations, and Communities.**

Social workers understand that intervention is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations, and communities. Social workers are knowledgeable about evidence-informed interventions to achieve the goals of clients and constituencies, including individuals, families, groups, organizations, and communities. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge to effectively intervene with clients and constituencies. Social workers understand methods of identifying, analyzing, and implementing evidence-informed interventions to achieve client and constituency goals. Social workers value the importance of interprofessional teamwork and communication in interventions, recognizing that beneficial outcomes may require interdisciplinary, interprofessional, and interorganizational collaboration.

9) **Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities.**

Social workers understand that evaluation is an ongoing component of the dynamic and interactive process of social work practice with, and on behalf of, diverse individuals, families, groups, organizations and communities. Social workers recognize the importance of evaluating processes and outcomes to advance practice, policy, and service delivery effectiveness. Social workers understand theories of human behavior and the social environment, and critically evaluate and apply this knowledge in evaluating outcomes. Social workers understand qualitative and quantitative methods for evaluating outcomes and practice effectiveness.

“Social work is all about leaning into the discomfort of ambiguity and uncertainty, and holding open an empathic space so people can find their own way.”

– Brené Brown, PhD, LMSW
Social Work Faculty

Jennifer Barr, MSW, LCSW
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Professor Jennifer Barr earned her MSW with a concentration in clinical social work practice as well as her BSW from Florida State University. She is also a Licensed Clinical Social Worker in the State of Florida.

Professor Barr began her social work career working with clients who experienced domestic and sexual violence, including work in emergency housing environments, providing support during Sexual Assault Nurse Examinations and assisting with the legal injunction process. After receiving her MSW, Professor Barr worked for several years in the field of mental health, providing a wide range of clinical services to persons experiencing severe and persistent mental illness, in both inpatient and community-based settings.

Professor Barr welcomes opportunities to serve diverse populations of clients. She has provided contracted services to caregivers of wounded veterans, evaluated the mental health practices in the Florida prison system as an auditor, and served as an Adjunct Instructor of Social Work at Florida State University. She most recently worked in the field of higher education at Tallahassee Community College, overseeing a range of student support services, including the College’s Counseling Center.

Currently Professor Barr is an Instructor of Social Work. She joined the faculty at University of North Florida in August 2019.

Shinwoo Choi, PhD, MSSW
Assistant Professor of Social Work
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Dr. Choi received a Ph.D. in social work from University of Illinois at Urbana-Champaign. She earned the MSSW from Columbia University with a concentration of policy practice. Dr. Choi has a Bachelor of Arts in Psychology from McGill University in Canada.

Dr. Choi’s research and teaching interests include diversity, inclusion, and cultural competency in social work. She is interested in the effects of perceived racial discrimination—including racial microaggressions—on racial minority immigrants’ psychological well-being and their coping strategies. Dr. Choi aims to further
investigate the role of racial/ethnic identity as a coping factor and also explore the
gendered racial microaggressions among racial minority male and female students. She
is also interested in mezzo-level social work practice in order to decrease the incidence
of racial discrimination and promote diversity in given settings such as schools,
university campus, and/or work places.

In addition to her research and teaching experiences, Dr. Choi has various practice
experiences, such as a coordinator of a Group Cognitive Behavioral Therapy (GCBT) for
depressed immigrant mothers and a clinical research coordinator of health disparities
projects.

Currently Dr. Choi is an Assistant Professor of Social Work. She joined the faculty at the
University of North Florida in August 2017.

Paul G. Clark, PhD, MSW
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Dr. Clark received a Ph.D. in social work from Virginia Commonwealth University
(VCU). He earned the MSW from Norfolk State University with a dual concentration in
social work practice in mental health and macro practice settings. Prior to earning the
MSW, Dr. Clark received a Bachelor of Arts degree in sociology from Christopher
Newport College.

Dr. Clark’s teaching and research interests are in the areas of social work practice in
health and mental health settings, behavioral oncology, development of evidence-based
practice in community oncology settings, and the role of social work in cancer
survivorship. He is particularly interested in the efficacy and effectiveness of social
work interventions for decreasing cancer-related distress and improvement of quality of
life.

In addition to his experience as an educator and researcher, Dr. Clark has engaged in
the practice of social work in health and mental health settings for more than 25 years as
both a clinician and administrator.

Dr. Clark is an Assistant Professor of Social Work. He joined the faculty at the
University of North Florida in August 2014.
Cristy E. Cummings, PhD, MSW
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Dr. Cummings earned a PhD in social work from Michigan State University, with a dissertation on help-seeking behavior of male victims of sexual assault. Her MSW degree with a concentration in Mental Health and Addictions and her Bachelor of Arts degree in women’s studies were received from Indiana University South Bend.

Dr. Cummings’ teaching interests include research, practice, theory, gender and sexuality, the human-animal bond, and field education. Dr. Cummings’ primary area of research focuses on victims’ interface with health, criminal justice, and social service organizations, and help-seeking behaviors, especially of victims of sexual violence. Gender, especially in relation to masculinity as a barrier to seeking services, plays a prominent role in her current work. Her research aims to understand and reduce disparities and to work towards communities in which victimization is neither gendered nor blamed on the victim. She is interested in participatory action research and community engaged methods.

Dr. Cummings has practice experience as a veterinary social worker, as well as experience in juvenile residential treatment, case management, and as a social worker in a trauma unit of a hospital.

Dr. Cummings is an Assistant Professor of Social Work. She joined the faculty at the University of North Florida in August 2018.

Yolanda Machado-Escudero, MSW, PhD
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Professor Machado-Escudero earned her MSW and BSW from the University of Puerto Rico, in the Supervision and Administration Program. She earned her PhD in Social Work from the University of Georgia in August 2019.

Prior to joining UNF, Professor Machado-Escudero was an instructor both at the undergraduate and graduate levels. She teaches from a critical race theoretical lens, with a focus on culturally responsive approaches to social work practice. Professor Machado-Escudero works from an interdisciplinary perspective to address common goals for the well-being of distressed families and communities.

Among her teaching interests are courses on diversity and inclusion, child and family wellbeing, individual, groups, and community practice, and mental health with Latinx
families. Her research interests include environmental justice, disability, and issues affecting Latinx populations living in vulnerable contexts. Professor Machado-Escudero is involved with the Latino community in efforts of providing emotional and other needed support to families affected by separations due to deportation proceedings.

**Ross McDonough, MSW, LCSW, CAP**
Instructor & BSW Field Education Director
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Professor McDonough earned his MSW from New York University in the Clinical Social Work Program. He holds a license credential (Licensed Clinical Social Worker) in the State of Florida to practice psychotherapy and Clinical Social Work. He also holds a certification credential (Certified Addiction Professional) to provide substance abuse treatment and evaluations in the State of Florida.

Professor McDonough has over ten years of Clinical Social Work practice experience. He has worked with many populations (i.e., children, teens, adults, couples, families and groups) in several different practice settings, including hospitals, non-profit organizations, residential treatment facilities, outpatient clinics and in private practice. One of his clinical interests is holistic family intervention with Oppositional Defiant Disorder. He also specializes in family conflict and loyalty binds in divorced families.

Currently Professor McDonough is an Instructor and the Field Education Director for the BSW program. He has been a full-time Instructor at UNF since 2011 and lectured as an Adjunct Instructor for the two years prior.

**Akanke Omorayo-Adenrele, MSW**
Instructor & MSW Field Education Director
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omorayo-adenrele@unf.edu

Professor Akanke Omorayo-Adenrele earned her MSW from Hunter College, New York and her BSW from Fairleigh Dickinson University, New Jersey. Currently, Professor Omorayo-Adenrele is an Instructor and the Field Education Director for the MSW program. She joined the faculty at the University of North Florida in fall 2017.

Professor Omorayo-Adenrele brings substantial experience in micro, mezzo, and macro social work, both in private and public settings. She brings over a decade of social work field education experience. Previously, she worked in various capacities in the Indiana University School of Social Work (IUSSW), including the field coordinator in their MSW Online program. During her tenure at IUSSW, she also acted as one of the
Faculty Supervisors for the Outreach Clinic and as a Faculty Field Liaison/Lecturer.

While at the University of Michigan, she worked as a Program Specialist in the Center for the Education of Women: “Women of Color in the Academy Project,” developing programs and activities to support the recruitment, retention, and professional development of female faculty and graduate students of color.

She has also provided counseling services, crisis intervention, program planning, and advocacy work through several organizations in New York City, Ann Arbor, Michigan, and Trinidad and Tobago. Professor Omorayo-Adenrele’s interests include socio-acculturation of women and child immigrants and global discourse in social work.

Jennifer Spaulding-Givens, PhD, MSW
Assistant Professor of Social Work
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j.spaulding-givens@unf.edu

Dr. Spaulding-Givens earned a Ph.D. in Social Work from Florida State University, where she also received a Master of Social Work degree with a concentration in Social Policy and Administration. Prior to joining the UNF Faculty in 2006, Dr. Spaulding-Givens served as the Operations Coordinator of Florida Self-Directed Care, a public mental health program for indigent adults diagnosed with a severe and persistent mental illness.

Dr. Spaulding-Givens’ primary research agenda is devoted to identifying more strengths-based, participant-directed policy and practice strategies for mental health service delivery. She also engages in research on social work education. Her teaching interests range from the history and analysis of social welfare policy to social work practice, administration, and program evaluation. She routinely teaches Social Work Communication, Social Welfare Policy, and Inside the Asylum: A Critical History of American Psychiatry.

Dr. Spaulding-Givens is an Associate Professor of Social Work, the chairperson of the Department of Sociology, Anthropology, and Social Work as well as the director of the Master of Social Work Program. From 2011 to 2017, she served as the inaugural BSW Program Director, coordinating the development, implementation, and national accreditation of the UNF BSW Program.

“That service is the noblest which is rendered for its own sake.”
- Mahatma Gandhi
ADMISSIONS

Equal Opportunity & Diversity Statement\(^1\)
The University of North Florida is committed to providing an inclusive and welcoming environment for all who interact in our community and strives to attract students, faculty and staff from a variety of cultures, backgrounds and life experiences. While embracing these concepts including its obligations under affirmative action regarding race, ethnicity and gender, the University is equally committed to ensuring that educational and employment decisions, including recruitment, admission, hiring, compensation and promotion, are based on qualifications, skills and abilities of those desiring to work, study, and participate in our University community.

To accomplish the intent of this regulation, the University shall not commit or permit discrimination or harassment on the basis of race, color, national origin, gender, sexual orientation, religion, age, disability, marital status, veteran status, or any other basis protected by state and federal law, in any educational, employment, social or recreational program or activity, including athletics, offered by the University. Similarly, the University will not commit or permit retaliation against an individual who complains of discrimination or harassment or an individual who cooperates in an investigation of an alleged violation of this regulation.

The responsibility for providing leadership and guidance with respect to this regulation rests with the Director, Office of Equal Opportunity and Inclusion, University of North Florida, J.J. Daniel Hall, Suite 1201, 1 UNF Drive, Jacksonville, Florida 32224-2645, (904) 620-2507 Voice; (904) 620-1004 Fax or TTY, ASCII, Voice, VCO-Direct, STS: 711 via Florida Relay.

“Diversity makes for a rich tapestry. We must understand that all the threads of the tapestry are equal in value, no matter their colour; equal in importance no matter their texture.”
- Maya Angelou

Admission Criteria
The UNF BSW Program is a limited access program to which a cohort of 40 students will be admitted on an annual basis. Students, who wish to be admitted to the UNF BSW program, must meet the following admission requirements:

- Acceptance to UNF;

\(^1\)http://www.unf.edu/president/policies_regulations/01-General/1_0040R.aspx
• An AA from a public Florida college or university or successful completion of UNF general education requirements; students transferring to UNF without an AA must have 60 credit hours;
• A minimum cumulative GPA of 2.5;
• Completion of 15 hours of common prerequisites (listed below) with a C or better;
• Successful participation in a panel interview conducted by a committee of Social Work and Sociology faculty and community partners; and,
• Acceptable performance on a writing assessment administered and reviewed by a committee of Social Work and Sociology faculty.

Prior to being admitted to the BSW program, students must successfully complete 15 hours of state-mandated common pre-requisites with a C or better. Select one course in each of the following disciplines (UNF course offerings are listed; equivalent courses from other institutions are also acceptable):

- Political Science (3 credit hours)
  - POS 2041 Introduction to American Government
- Human Biology (3 credit hours)
  - BSC 1005C Principles of Biology
  - BSC 2085C Anatomy & Physiology I
  - BSC 1010C General Biology I
- Psychology (3 credit hours)
  - PSY 2012 Introduction to Psychology
- Sociology (3 credit hours)
  - SYG 2000 Introduction to Sociology
- Economics (3 credit hours)
  - ECO 2013 Principles of Macroeconomics
  - ECO 2023 Principles of Microeconomics

**Admission Procedures**

All applications to the UNF BSW Program will first be screened by the Program Director for the minimum qualifications as outlined above. Applicants who do not meet the minimum requirements will not be considered further. Applications reflecting the minimum qualifications will be further reviewed to identify a pool of applicants to be invited to participate in panel interviews and complete a writing assessment. Interviews will be conducted on campus by an admissions committee chaired by the Program Director and including other Social Work faculty, faculty from the Department’s Sociology program and/or community partners. Applicants will be questioned and rated regarding their suitability to the profession of social work, commitment to the program, and level of preparation. Students will also be required to complete a writing assessment administered on campus and reviewed by faculty members of the admissions committee. Students’ writing samples will be rated as
Below Expectations, Meets Expectations, or Exceeds Expectations. Based on their interview and writing assessment scores and academic records, applicants will be ranked and then notified via email that they are either accepted to the program, wait listed (students will be told their place on the wait list and notified via email if and when an admitted applicant declines his or her place), or not accepted. Students who are wait listed or not accepted will be invited to apply the following year.

**Transfer Students**

The UNF BSW Program adheres to all University\textsuperscript{2} and College\textsuperscript{3} level policies regarding transfer of credits. Only two courses in the major (6 credit hours) may be transferred, unless the Department Chair grants an exception. The University’s baccalaureate degree requirements\textsuperscript{4} also specify the minimum hours required to meet the University’s residency requirement.

Students must consult with the University’s professional advisors and the BSW Program Director to ensure that courses taken at other CSWE-accredited institutions are equivalent (this requires a review of the transcript and course syllabi). Courses deemed not equivalent to UNF’s courses may not be applied to the UNF BSW program of study. UNF’s BSW program will not accept Social Work courses from non-CSWE-Accredited programs. It is the policy of the UNF BSW program to deny transfer of practicum or internship credits.

*UNF’s BSW Program does not grant social work course credit for life experience or previous work experience.*

**New Student Orientation**

All new BSW students are required to attend a mandatory, three-hour orientation prior to the first semester of their BSW Program of Study. This orientation will provide students with an opportunity to meet the faculty as well as their fellow students, learn about academic and professional performance requirements, become familiar with BSW Program policies and procedures, and find out about a variety of student resources available on campus.

\textsuperscript{2} http://www.unf.edu/admissions/apply/Transfer_Credits.aspx
\textsuperscript{3} http://www.unf.edu/catalog/catalog.aspx?id=15032422595#transfer_hrs
\textsuperscript{4} http://www.unf.edu/groups/unffa/Archive_1_Agenda/Archives2011_2012/November_2011/leg_items/FA_11_58.html
THE BSW CURRICULUM

Program of Study

BSW students may select a full-time or part-time program of study. Required courses will be offered during the day in the face-to-face setting; electives may be offered during the evening hours and online. During their Senior Year, students are required to complete 450 hours of field education in a local social services agency. This will require that students work approximately 15 hours per week in their field agency during the fall and spring semesters of their Senior Year.

**Full-Time Program of Study**

<table>
<thead>
<tr>
<th>Year</th>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior Year</td>
<td><strong>SOW 3620:</strong> Social Work Practice w/ Diverse Groups (Hybrid) (3)</td>
<td><strong>SOW 4302:</strong> Social Work Practice w/ Individuals &amp; Families (3)</td>
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<tr>
<td></td>
<td><strong>SOW 4101:</strong> Human Behavior &amp; the Social Environment I (3)</td>
<td><strong>SOW 4102:</strong> Human Behavior &amp; the Social Environment II (3)</td>
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<td></td>
<td><strong>SOW 3293:</strong> Social Work Communication (3)</td>
<td><strong>SOW 4323:</strong> Social Work Practice w/ Groups (3)</td>
</tr>
<tr>
<td></td>
<td><strong>SOW 3403:</strong> Social Work Research Methods (3)</td>
<td><strong>SOW 3203:</strong> Social Welfare Institutions (3)</td>
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<td></td>
<td>Free Elective (3)</td>
<td>Free Elective (3)</td>
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<tr>
<td>Senior Year</td>
<td><strong>Elective or Diversity (3)</strong></td>
<td><strong>SOW 4322:</strong> Social Work Practice w/ Organizations &amp; Communities (3)</td>
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<td><strong>SOW 4511:</strong> Field Education I (3)</td>
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<td><strong>SOW 4522:</strong> Field Seminar I (3)</td>
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<td><strong>Elective or Diversity (3)</strong></td>
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<td><strong>Elective (3)</strong></td>
<td><strong>SOW 4512:</strong> Field Education II (3)</td>
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<td><strong>SOW 4523:</strong> Field Seminar II (3)</td>
<td><strong>SOW 4523:</strong> Field Seminar II (3)</td>
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### Part-Time Program of Study*

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<th>Year</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SOW 3293: SW Communication</td>
<td>SOW 3203: Social Welfare Institutions</td>
<td>Diversity</td>
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<tr>
<td></td>
<td>SOW 4101: HBSE I</td>
<td>SOW 4102: HBSE II</td>
<td>Major Elective</td>
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</tr>
<tr>
<td>2</td>
<td>SOW 3403: Research Methods</td>
<td>SOW 4302: SW w/ Individuals &amp; Families</td>
<td>Major Elective</td>
</tr>
<tr>
<td></td>
<td>SOW 3620: SW w/ Diverse Groups</td>
<td>SOW 4323: SW w/Groups</td>
<td>Major Elective</td>
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<tr>
<td>3</td>
<td>SOW 4322: SW w/ Organizations &amp; Communities</td>
<td>SOW 4511: Field Education I</td>
<td>Major Elective</td>
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<tr>
<td></td>
<td>SOW 4522: Field Seminar I</td>
<td>SOW 4512: Field Education II</td>
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<tr>
<td></td>
<td></td>
<td>SOW 4523: Field Seminar II</td>
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*Students will need to incorporate two free electives (6 credit hours) during the semester(s) of their choice.

Students may choose from the following diversity and elective courses:

**Diversity Courses** (3 credit hours)
Students shall select one of the following:
- SYD 3700  Race & Cultural Minorities (3)
- SYD 3800  Gender & Society (3)
- ANT 3212  Peoples & Cultures of the World (3)

**Electives** (12 credit hours)
Students shall select four of the following:
- SOW 4122  Inside the Asylum (3 credits)
- SOW 4654  Social Work with Children and Adolescents (3 credits)
- SOW 4930  Special Topics in Social Work (3 credits)
- SOW 4700  Substance Abuse and Social Work Practice (3 credits)
- SOW 4794  Social Work with Immigrants and Refugees (3 credits)
- SOW 4602  Social Work in Health Care (3 credits)
- SYA 4654  Evaluation Research/Program Analysis (3 credits)
- SYO 3110  Sociology of Sexualities (3 credits)
- SYO 4100  Sociology of Family (3 credits)
- SYO 4400  Health, Illness, & Society (3 credits)
- SYP 3570  Deviance & Social Control (3 credits)
- SYP 4730  Sociology of Aging (3 credits)
• CJC 3410 Methods of Offender Treatment (3 credits)
• CCJ 4681 Family Violence (3 credits)
• CJJ 3010 Juvenile Delinquency & Juvenile Justice (3 credits)

“How wonderful it is that nobody need wait a single moment before starting to improve the world.”
- Anne Frank

Course Descriptions

SOW 3203: Social Welfare Institutions (Required)
This course will examine the historical development and contemporary administration of major American social welfare policies and programs and critically analyze the political, economic, and social impact of those policies and programs on diverse and vulnerable populations. Students will learn how social welfare policy impacts social work practice as well as how social workers engage in policy practice to advance social and economic justice.

SOW 3293: Social Work Communication (Required)
This is a skills-based course in which students will have the opportunity to develop and refine communication skills critical to effective and ethical social work practice with diverse client systems. Mastery of course content will provide students with fundamental social work communication skills, including interviewing and listening, corresponding with clients and colleagues, documenting service provision, and writing reports.

SOW 3403: Social Work Research Methods (Required)
This course examines quantitative and qualitative research methods in an effort to equip students with the knowledge, ethics, and skills to utilize research to inform social work practice. Mastery of course content will enable students to appraise research literature on social work interventions; to distinguish and critique the utility of research design, sampling, and measurement strategies to evaluate social work services; to protect the dignity and rights of human subjects; and, to evaluate social work practice as well as engage in career-long learning.

SOW 3620: Social Work with Diverse Groups (Required)
This course examines forces leading to individual prejudice and institutional oppression. The course will also explore issues of power, inequality, privilege, and resulting oppression. Students will learn about diverse groups in the community and
reflect on working with such groups in social work practice. Mastery of course content will provide students with an understanding of and appreciation for diversity in self and others as well as a general knowledge of social work strategies to alleviate oppression.

**SOW 4101: Human Behavior and the Social Environment I (HBSE I) (Required)**
This course provides an introduction to the social work view of the *person in environment* as well as an overview of theories of human development across the lifespan. Special emphasis will be given to the interactions between the person and family with systems of all sizes including groups, societies, and economic systems. The basic domains of system interaction (biological, psychological, social, cultural, spiritual, and identity) will be discussed especially as they relate to oppressed and at-risk populations.

**SOW 4102: Human Behavior and the Social Environment II (HBSE II) (Required)**
This course provides students with theoretical knowledge of human behavior and the social environment in preparation for social work practice with diverse client systems at the mezzo and macro levels. Utilizing an empowerment perspective and systems framework, this course examines theories and knowledge of human behavior in the contexts of groups, organizations, and communities.

**SOW 4302: Social Work Practice with Individuals and Families (Required)**
This course provides a foundation in generalist social work knowledge and skills for practice at the micro-level with individuals and families with special emphasis given to oppressed and at-risk populations. Students will develop interpersonal communication, assessment, and service planning skills. Special attention will be paid to the influence of personal values and biases as they relate to ethical social work practice. Strategies for the resolution of ethical dilemmas and culturally competent practice will be introduced and reinforced.

**SOW 4322: Social Work Practice with Organizations and Communities (Required)**
This course provides a foundation in social work knowledge, skills, and values for generalist practice with diverse client systems at the mezzo- and macro-levels in evolving organizational, community, and societal contexts. The role of social workers in advancing human rights and social and economic justice will be examined.

**SOW 4323: Social Work Practice with Groups (Required)**
This course focuses on the development of generalist practice skills for use in various group settings. Students will learn practice skills that contribute to group effectiveness in psycho-educational, socialization or support groups. These include group composition, structure, dynamics, goal setting, and evaluation. The course also examines the empirical bases for theories and models for generalist group practice.
SOW 4511: Field Education I (Required)
Field education is integral to the education and professional socialization of social work students, providing a structured and supervised environment in which students may apply theoretical knowledge, test and refine practice skills, and adopt professional behaviors. Field Education I, the first of two consecutive courses, allows students to apply the generalist knowledge and skills acquired through academic courses to social work practice with a specific client system in a social services setting.

SOW 4522: Field Seminar I (Required)
Throughout the Field Seminar I, students will engage in a process of self-assessment, examining personal values and biases as they impact interactions with clients and co-workers. Students will apply critical thinking and problem-solving skills to experiences and ethical dilemmas encountered in the practice setting. The fieldwork experience allows students to apply the generalist knowledge and skills acquired through academic courses to work with diverse client populations to bring about planned change. Tools for addressing burnout and compassion fatigue will be examined. Students will also engage in strategies to mitigate the emotional turmoil that often accompanies beginning social work with micro and mezzo client systems through the use of professional supervision and self-reflection exercises.

SOW 4512: Field Education II (Required)
Field education is integral to the education and professional socialization of social work students, providing a structured and supervised environment in which students may apply theoretical knowledge, test and refine practice skills, and adopt professional behaviors. Field Education II, the second of two consecutive courses, allows students to apply the generalist knowledge and skills acquired through academic courses to social work practice with a specific client system in a social services setting.

SOW 4523: Field Seminar II (Required)
Throughout the Field Seminar II, students will continue to engage in a process of self-assessment, examining personal values and biases as they impact interactions with clients and co-workers. Students will apply critical thinking and problem-solving skills to experiences and ethical dilemmas encountered in the practice setting. The fieldwork experience allows students to apply the generalist knowledge and skills acquired through academic courses to work with diverse client populations to bring about planned change. Special emphasis will be given to the planned change process on a macro level with organizations, communities and social welfare policy.

SYD 3700: Race & Cultural Minorities (Elective)
An examination of selected racial, ethnic and religious subcultures with respect to past and present patterns of participation, minority-majority relations, maintenance patterns and consequences of prejudice and discrimination for American social life.
SYD 3800: Gender & Society (Elective)
This course is designed to explore the social meanings and political implications of gender in society. It will focus on gender as a taken-for-granted but problematic component of our lives, whether we are female or male. Sociologists now recognize that gender is a "social construction" which is open to re-definition and which has profound social implications. The course will explore topics such as: gender and sex role socialization; gender relationships; cross-cultural gender comparisons; and the effects of "the sex-gender system" on areas such as health, family life, religion, employment, crime, education, politics, and social change.

ANT 3212: Peoples & Cultures of the World (Elective)
This course uses a comparative approach to investigative common bonds of culture and the ways in which Homo sapiens elaborate cultural differences. This course uses cross-cultural evidence to investigate some of the fundamental cultural building blocks of kinship, subsistence technology, and political behavior.

SOW 4122: Inside the Asylum (Elective)
Inside the Asylum engages students in a critical examination of the history of American psychiatry. Students have an opportunity to explore the evolution of existing theories of the etiology of mental illness, the sociopolitical economy of psychiatry, the rationalization of involuntary hospitalization and treatment, and the development and utilization of common treatment modalities. Students also have an opportunity to learn about the consumer/survivor and deinstitutionalization movements as well as contemporary psychiatry's growing reliance on psychopharmacological interventions. Particular emphasis is placed upon understanding the human rights abuses endured by individuals labeled as mentally ill and the social, political, and economic forces that negatively impact this disenfranchised group. This course will be of most interest and relevance to students who wish to work in mental health or human services.

SOW 4654: Social Work with Children and Adolescents (Elective)
The purpose of this course is to provide students with a foundation of generalist knowledge and skills for social work practice with children, adolescents, and their families in a variety of practice settings, including educational, medical, child welfare, juvenile justice, and mental health services. Prevention, intervention, and advocacy strategies will be critically examined from the strengths perspective, emphasizing research-informed practice and social work values.

SOW 4930: Special Topics in Social Work (Elective)
This course allows for in-depth examination of topics related to social work practice, research, and policy advocacy. Although topics will vary, each course will emphasize critical thinking in social work practice and explore social workers’ role in the
advancement of social and economic justice.

**SOW 4700: Substance Abuse and Social Work Practice (Elective)**
This course provides an overview of addiction and substance abuse as it relates directly or indirectly to human behavior in the social environment. This course will analyze and evaluate specific treatment approaches and assessment tools for addiction treatment in the context of different client systems including child welfare, corrections, and military/veteran populations. This course will survey the impact and influence of substance abuse on individuals, family members, children and society as a whole. Special emphasis will be given to the role of the social worker in confronting substance abuse in traditional, generalist social work practice settings.

**SOW 4794: Social Work with Immigrants and Refugees (Elective)**
This course examines pre-migration, migration, and post-migration influences and experiences of immigrants and refugees. The course will also explore the political, social, economic, and environmental context of life in the United States. Students will learn about strengths and challenges that contribute to the wellbeing of migrants and reflect on working with such groups in social work practice. Mastery of course content will provide students with an understanding of and appreciation for diversity in self and others as well as a general knowledge of social work strategies to work with immigrants and refugees.

**SOW 4602: Social Work in Health Care (Elective)**
This course prepares students with knowledge for practice within a broad array of health care settings. The content of the course will include an overview of the history of health care in the United States as well as current and emerging theory, practice, and research specific to social work practice in health care settings as they effect diverse client populations. Students will be expected to consider their roles as transdisciplinary team members and facilitators of health and well-being with individuals, families, groups, communities and organizations. The biopsychosocial-spiritual model, strengths perspective, and an emphasis on diversity and cultural competence will be infused throughout the course as students explore practice with clients experiencing challenges related to adapting to illness while navigating the ever-changing landscape of the healthcare system in the United States.

**SYA 4654: Evaluation Research/Program Evaluation (Elective)**
Program Evaluations are often required by government and private agencies to assess program processes and outcomes and used in decisions concerning whether programs should be continued, improved, expanded, or eliminated. In this class, we will explore the history of the program evaluation movement and the intersection of Evaluation Research and Applied Social Science. The course provides a framework through which the skill set developed in the basic research methods classes can be used to evaluate social programs in a variety of agencies, institutions and settings. Students will become
familiar with a number of techniques and theoretical foundations utilized in Evaluation/Applied Sociology and provide hands-on experience working on an Evaluation/Applied Sociology project. Prerequisite: SYA 3300 or SOW 3404

**SYO 3110: Sociology of Sexualities (Elective)**
This course explores the relationship between sexualities and society. This includes how sexualities influence our lives, as well as how they are reflected in social norms, attitudes and beliefs. Sexualities will be analyzed as social and historical constructions, differing across time and space. Questions asked will include: Is there one sexuality or are there multiple sexualities? What are the theoretical approaches to sexuality/sexualities? What do sexuality/sexualities have to do with race, gender and social class? How are sexual identities constructed? Finally, the course will examine how the social construction of sexuality/sexualities influences our relationships, whether or not those relationships are primarily sexual.

**SYO 4100: Sociology of Family (Elective)**
A cross-cultural analysis of patterns of courtship, marriage and family life, focusing on the relationship between family and other social institutions and the consequences of these relationships for the individual in a changing industrial social order.

**SYO 4400: Health, Illness, & Society (Elective)**
A critical analysis of the social context of health, illness, patient care and the practice of medicine. Of special interest are such issues as the distribution of health care, restraints and innovations in public policy pertaining to health and community health programs.

**SYP 3570: Deviance & Social Control (Elective)**
A critical analysis of the political and social process involved in the creation, maintenance, treatment and control of deviant behavior and an examination of selected deviant subcultures.

**SYP 4730: Sociology of Aging (Elective)**
An inter-cultural examination and analysis of 1) changes-in status, rights, roles, and circumstances which appear to come with age, 2) influences-of age-related biological and physiological factors on the individual’s performance and behavior in society, and 3) adjustments-both societal and personal, to the events and processes of aging.

**CJC 3410: Methods of Offender Treatment (Elective)**
An analysis of the many approaches, methods and techniques that may be employed in the correctional process. Also, an analysis of the rehabilitation process in relation to the offender’s experience with the police, the courts, correctional institutions or service and the general public.
CCJ 4681: Family Violence (Elective)
This course is designed to examine the various expressions of violence within the family structure, including child abuse, spouse abuse, and elder abuse. Topics discussed include the psychological and social causes of domestic violence, the transmission of violence from generation to generation, and strategies for alleviating intrafamilial aggression.

CJJ 3010: Juvenile Delinquency & Juvenile Justice (Elective)
A study of the definitions and etiology of delinquent behavior; the adjudication process for juveniles, both in theory and practice; and treatment procedures.

Field Education
All BSW students are required to complete 450 hours of field education during Year 2 of their program of study in an approved social services organization. Students must complete all required pre-requisites (SOW 3203, SOW 4101, SOW 3293, SOW 3403, SOW 4302, SOW 4102, SOW 4323, and one of the two approved diversity courses) with a “C” or better and have a grade point average of 2.5 or higher in their major in order to enroll in Field Education and Seminar courses. In addition to meeting these academic requirements, it is incumbent upon students to meet the eligibility criteria specified by placement agencies in order to secure a field education placement. Although criteria vary, agencies commonly require students to pass local, state, and federal background screenings as well as drug tests. Students who are not able to secure a placement due to a criminal history or the use of illicit substances will not be able to complete the BSW Program.

Given that effective social work practice is largely based on one’s maturity, self-awareness, and professionalism, the Field Education Director reserves the right not to allow students to enroll in Field Education if they have failed to demonstrate these qualities and competencies in their practice courses. In the event that an instructor or the Field Education Director has concerns about a student’s readiness for the field, the instructor and/or Director will arrange a meeting with the student to discuss these concerns and to create a corrective action plan. Students, who wish to appeal a decision made by the Field Education Director, should do so in writing to the BSW Program Director and the Chair of the Department of Sociology, Anthropology, and Social Work.

More information about field policies and procedures may be found in the BSW Field Manual.
Directed Independent Studies
Directed Independent Studies (DIS) courses are designed to allow a student to pursue a topic of interest that is not covered by one of the BSW program’s regular course offerings or electives. Students and faculty work together to establish a course syllabus, requirements, readings, and work products that guide the student through the learning process. DIS courses are just that, independent studies. Students who are not motivated, organized, and self-directed should seriously consider whether a DIS is right for them. Students who wish to pursue a DIS should first discuss their ideas with the faculty member with whom they wish to work. The student and faculty member will need to complete a syllabus, as well as a DIS form (available in the Department of Sociology, Anthropology, and Social Work main office) prior to registering for the DIS.

“No act of kindness, however, small, is ever wasted.”
--Aesop
GRADUATION REQUIREMENTS

In order to earn a baccalaureate degree from the University of North Florida, students must satisfy the University’s minimum graduation requirements specified for their catalog year. It is the student’s responsibility to routinely consult with their College of Arts and Sciences Advisor to ensure that University requirements are met.

In addition to meeting minimum University requirements, BSW students must complete successfully (C or better) the 54 credit hours detailed in the BSW Program of Study in order to be recommended for the BSW degree by the College of Arts and Sciences. The program of study includes 42 credit hours of required core courses, and 12 credit hours of restricted electives. Among the required courses is a field education component. BSW students are required to complete 450 hours of field education. In order to be eligible to enter the field during Year 2, students must have completed all of required pre-requisites with a “C” or better, maintaining a minimum 2.5 grade point average in their major.

“Do not follow where the path may lead. Go, instead, where there is no path and leave a trail.”

~Ralph Waldo Emerson
ACADEMIC POLICIES

Academic Standards

UNF’s policies on Academic Standing are outlined in the UNF Course Catalog. In general, all students must maintain a 2.0 (“C”) grade point average for the semester and cumulatively for all credits at UNF in order to remain in Good Academic Standing. To maintain Good Academic Standing in the UNF BSW program, students must earn a 2.5 GPA in the major. Students are notified of unsatisfactory academic performance (below 2.5 term or cumulative GPA) through the University’s Academic Probation process. A student whose grade is below 2.5 for one term is placed on probation and must meet with his or her faculty advisor to develop a success plan. If performance does not improve to above 2.5 the following term, the student is eligible for suspension from the University and termination from the UNF BSW program. Any student who is suspended from the University and/or terminated from the BSW program due to academic performance must re-apply to the BSW program.

Standards for academic performance in any given class are included in the course syllabus. Because the specific expectations and grading criteria will vary, it is the student’s responsibility to carefully review the syllabus for each course at the beginning of the semester and to raise any questions with the instructor.

Academic Integrity Code & Academic Misconduct Policies

The University of North Florida encourages the free and open pursuit of knowledge; we consider this to be a fundamental principle and strength of a democratic people. To this end, the University of North Florida expects its students, its faculty, its administrators, and its staff to uphold the highest standards of academic integrity. The University of North Florida expects all members of the University community to both honor and protect one another’s individual and collective rights.

The University of North Florida Student Handbook identifies several types of violations; these include but are not limited to: cheating; fabricating and falsifying information or citations; submitting the same work for credit in more than one course; plagiarizing; providing another student with access to one’s own work to submit under this person’s name or signature; destroying, stealing, or making inaccessible library or other academic resource material; and helping or attempting to help another person commit an act of academic dishonesty. The University of North Florida authorizes any instructor who finds evidence of cheating, plagiarism, or other wrongful behavior that violates the University of North Florida Academic Integrity Code to take appropriate action. Possible action includes, but is not limited to, failing the student on the work in

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5 https://www.unf.edu/catalog/catalog.aspx?id=15032403688
6 http://www.unf.edu/president/policies_regulations/02-AcademicAffairs/EnrollmentServices/2_0640P.aspx
question, failing the student for the course, notifying the appropriate academic dean or Vice President for Student Affairs, and requesting additional action be taken.

**Student Conduct**

UNF Students are governed by the Student Conduct Code\(^7\), violations of which may result in a number of disciplinary actions. This Code also specifies a hearing and appeal process. The Conduct Code covers behavior on and off campus, including behavior at field placement sites.

In addition, BSW students are expected to abide by the National Association of Social Workers (NASW) Code of Ethics\(^8\) and adhere to all policies and procedures outlined in the BSW Program Handbook and the BSW Field Manual. Students in field placements must also abide by the policies, rules and expectations of the organizations with which they are placed.

**Academic and Personal Conduct Contract**

Social workers are expected to conduct themselves in accordance with the profession’s long-standing values and ethics, most notably described in the NASW Code of Ethics. The profession’s core values include a commitment to integrity and competence in service of those who are vulnerable, marginalized, or otherwise oppressed. In preparation for effective and ethical social work practice, BSW students are expected to adhere to the academic and professional performance requirements described in the BSW Student Handbook. Students will be required to sign a document, indicating that they have read and understand the following Academic and Personal Conduct Contract:

> As a University of North Florida (UNF) Bachelor of Social Work (BSW) student, I understand that it is my responsibility to be knowledgeable of and adhere to the programmatic requirements and academic policies described in the BSW Program Student Handbook. I understand and agree to conduct myself in accordance with the guidelines and standards dictated by UNF’s Code of Conduct and Academic Integrity Code. As an aspiring social worker, I also agree to adhere to the professional ethics and standards outlined in the National Association of Social Workers’ Code of Ethics. I understand that serious and/or deliberate violation of any of these policies may result in termination from the BSW Program.

> I understand that if I have questions or concerns regarding UNF or BSW Program requirements and policies, it is my responsibility to seek assistance

\(^7\)http://www.unf.edu/president/policies_regulations/05-StudentAffairs/5_0010R.aspx

\(^8\)http://www.naswdc.org/pubs/code/code.asp
from the BSW Program Director or the Chair of the Department of Sociology, Anthropology, and Social Work.

Termination from the Program
Students may be terminated from the BSW program for the following:

- Failure to remain in Good Academic Standing;
- Violations of the Academic Integrity Code;
- Violations of the Student Conduct Code for which the student is found “responsible” by the Student Conduct Board;
- Serious and/or deliberate violation of the policies outlined in the UNF BSW Student Handbook and the UNF BSW Field Manual; or,
- Serious and/or deliberate violations of the policies, rules and expectations of the student’s field placement agency.

Any student terminated from the UNF BSW program will be notified by email (the student’s UNF email will be used). The student may appeal termination within 30 days. Appeal is initiated by submitting a request for a hearing with the BSW Program Director and the Department Chair. In the request the student must detail the circumstances of the termination and the reasons that the termination should be reconsidered. The Director and/or Department chair will notify the student via email within 14 days if a hearing is granted. The student is not guaranteed a hearing. If the student is not satisfied with the hearing decision, s/he may appeal this decision to the Dean.

Incomplete Grades
The UNF Policy on incomplete grades is as follows:9

At the instructor’s discretion, students who have not completed required work in a course by the end of the semester may be assigned a grade of “I.” In order for an “I” to be assigned, the student must have completed a substantial portion (at least a majority) of the course with a passing grade. The “I” is not computed in the grade point average. The time limit for removing the “I” is set by the instructor of the course. This time limit may not exceed one calendar year or graduation, whichever comes first. The time limit applies whether the student is in residence or not. To extend an incomplete beyond one year, the student must petition for a waiver of University policy.

An “I” will be changed to a final evaluative grade (one that is used in calculating GPAs) at the time the student completes the required work. Students may not register for courses in which incomplete grades have been received. Any “I”

9http://www.unf.edu/catalog/catalog.aspx?id=15032403703
grade not removed by the end of the time limit will be changed to a final grade to be determined by the instructor. This grade will be used to calculate the student’s GPA. If no final grade is issued, the “I” will change to an “F” and will be calculated in the GPA. Veterans and other eligible students should contact One Stop Student Services concerning the effect of incomplete or failing grades upon certification.

**Grade Appeals & Grievances**

Per the UNF policy on academic appeals\(^{10}\), students are encouraged to first seek a resolution with the instructor, who has the authority to change the student’s grade. Should the student choose to appeal the instructor’s decision, s/he first appeals to the Department Chair, then to the Dean if necessary. Should that decision prove unsatisfactory to the student, s/he may approach the University Academic Appeals Committee, who will hear the case and make a recommendation to the Provost. Students have 90 days after a final grade is posted to initiate an appeal. Students are encouraged to keep all of their coursework until grades are posted as this will assist in resolution of grade disputes.

The UNF BSW program seeks to provide each student with a high quality experience, and to treat each with respect. Should a student feel that s/he has been treated unfairly or unprofessionally by a member of the faculty to staff, s/he is encouraged to seek a resolution. If possible, the student should first approach the faculty or staff member in question. If the student is not comfortable doing so, s/he may instead bring the matter to the BSW Program Director or the Department Chair, or the UNF Student Ombudsman\(^{11}\).

**Americans with Disabilities Act/Military & Veteran Students**

Students with disabilities who seek reasonable accommodations in the classroom or other aspects of performing their coursework must first register with the UNF Disability Resource Center (DRC) located in Building 57, Room 1500. DRC staff members work with students to obtain required documentation of disability and to identify appropriate accommodations as required by applicable disability laws including the Americans with Disabilities Act (ADA). After receiving all necessary documentation, the DRC staff determines whether a student qualifies for services with the DRC and if so, the accommodations the student requires will be provided. DRC staff then prepares a letter for the student to provide faculty advising them of approved accommodations. For further information, contact the DRC by phone (904) 620-2769, email (drc@unf.edu), or visit the DRC website (http://www.unf.edu/drc/).

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\(^{10}\)http://www.unf.edu/coas/about/Grade_Appeal_Process.aspx

\(^{11}\)http://www.unf.edu/ombudsman/
Military and veteran students who return from combat exposure may be utilizing the post 9/11 GI bill to continue postsecondary education goals and may need both physical and academic accommodations. Contact Robert Buehn, Director of Military and Veterans’ Resource Center by phone (904) 620-2655, email (robert.buehn@unf.edu).

“Each time a man stands up for an ideal, or acts to improve the lot of others, or strikes out against injustice, he sends forth a tiny ripple of hope... and crossing each other from a million different centers of energy and daring those ripples build a current that can sweep down the mightiest walls of oppression and resistance.”

- Robert F. Kennedy
STUDENT ORGANIZATIONS

Social Work Club

Established by students in Fall 2012, the UNF Social Work Club describes itself as “a gathering place for students of the social work/social welfare program to spread awareness, outreach, and advocacy.” In addition, the Social Work Club appoints members to serve on a variety of BSW Program Committees to assist with developing curriculum, planning events, etc. Interested students may find more information by visiting the club’s Facebook page12, emailing a representative at unfsocialworkclub@gmail.com, or contacting Professor McDonough, the club’s faculty advisor.

Phi Alpha Honor Society for Social Work

Phi Alpha is a national honor society for social work students. “The purpose of Phi Alpha Honor Society is to provide a closer bond among students of social work and promote humanitarian goals and ideals. Phi Alpha fosters high standards of education for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work.”13 Students may be eligible for induction into Phi Alpha during the spring semester of their junior year by maintaining a cumulative GPA of 3.25.

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13http://www.phialpha.org/index.html
“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it’s the only thing that ever has.”
--Margaret Mead
STUDENT RESOURCES

A wide variety of campus services are available to help UNF students make the most of their educational experience. A number of these services are described below. Additional information can be found on the UNF Division of Students Affairs website (http://www.unf.edu/student-affairs/index.php).

Academic Center for Excellent (ACE)
Location: Building 2, Room 1200
Phone: (904) 620-1012
Email: ace@unf.edu
Website: http://www.unf.edu/ace/

ACE provides academic advising for all freshman students and any student still exploring majors or who has an undeclared/exploratory major. In addition, ACE offers free peer tutoring, supplemental instruction in specific courses, academic coaching sessions, and major-related information sessions for all students.

College of Arts & Sciences (COAS) Advising
Location: Building 51, Room 2500
Phone: (904) 620-2797
Email: asadv@unf.edu
Website: http://www.unf.edu/coas/advising/

The College of Arts and Sciences Advising Office serves all sophomore, junior, senior and post-baccalaureate students pursuing majors in the college. The advising office is the main source for obtaining information pertaining to your degree program. It also provides the required programs of study, which is an outline of all final requirements needed to complete a particular academic degree. The liaison for the Department of Sociology, Anthropology, and Social Work is Katherine Kamback, MSW.

Counseling Center
Location: Building 2, Room 2300
Phone: (904) 620-2602
Email: See website to select appropriate point of contact
Website: http://www.unf.edu/counseling-center/

The mission of the Counseling Center is to enhance students’ total educational experience by providing a confidential and supportive environment where student concerns can be shared and explored. Center services assist students with their personal development and enhance their potential for academic success.
Career Services
Location: Building 57, Room 2700
Phone: (904) 620-2955
Email: careerservices@unf.edu
Website: http://www.unf.edu/careerservices/

The University of North Florida Career Services provides a variety of career services, programs, and resources specifically designed to help our students make a successful transition from academics to the world of work.

Disability Resource Center
Location: Building 57, Room 1500
Phone: (904) 620-2769 or (904) 620-2969 (TDD/TTY)
Email: drc@unf.edu
Website: http://www.unf.edu/drc/

The primary mission of the Disability Resource Center (DRC) is to ensure that all students with disabilities have equal access to educational opportunities at the University of North Florida. The DRC promotes self-determination and self-advocacy of students with disabilities throughout the University community. In addition, the DRC partners with other units on campus to ensure that students with disabilities are provided the opportunity to achieve their maximum potential.

InterFaith Center
Location: Building 2, Room 1400
Phone: (904) 620-5522
Email: interfaith@unf.edu
Website: http://www.unf.edu/interfaith-center/

The Interfaith Center is a department within the Division of Student Affairs at the University of North Florida. Its mission is to engage the UNF campus around religious pluralism, support the religious and non-religious identities of students, and provide distinctive programs and services for students to voice values, engage with others, act together, and lead others to do likewise.

International Center
Location: Building 58E, Room 2300
Phone: (904) 620-2657
Email: intlctr@unf.edu
Website: http://www.unf.edu/intlctr/
The mission of the International Center is to provide and enhance, through both curricular and co-curricular activities, a range of opportunities which can expand the global understanding of the UNF community. To that end, the International Center is responsible for (1) recruiting and providing programs, activities, and services that address the specific needs of international students on campus and (2) developing and promoting study abroad activities for domestic students who seek international learning experiences. In addition, the International Center serves as the University’s compliance unit for federal regulations relating to international students and scholars. The International Center has four sub-units that deal with Study Abroad, International Students, the English Language Program, and International Programs in general.

**Lesbian, Gay, Bisexual and Transgender (LGBT) Resource Center**  
Location: Building 58E, Room 1111  
Phone: (904) 620-4720  
Email: slgbt@unf.edu  
Website: [http://www.unf.edu/lgbtrc/](http://www.unf.edu/lgbtrc/)

The Lesbian, Gay, Bisexual and Transgender Resource Center’s mission is to provide valuable education and resources for the entire campus community with a commitment to advocacy, equality, respect, and support for LGBT students, faculty, and staff.

**Military & Veterans Resource Center**  
Location: Building 2, Room 1100  
Phone: (904) 620-5131  
Email: mvrc@unf.edu  
Website: [http://www.unf.edu/military-veterans/](http://www.unf.edu/military-veterans/)

The Military and Veterans Resource Center (MVRC) provides assistance to military and veteran students in navigating admission, enrollment and financial aid processes. Led by the Director, Military & Veteran Programs and Services, the MVRC is the primary campus advocate for military and veteran students, and works with them to ensure their unique needs are met by coordinating with offices of various University services. The Center provides assistance in coordinating with academic advising, tutoring, counseling, disability accommodations, veteran programming, benefits information, and financial and medical assistance, and additionally facilitates referral to state and federal resources and services.

**Police Department**  
Location: Building 41  
Phone: (904) 620-2800 (Non-Emergency)  
Email: unfpd@unf.edu  
Website: [http://www.unf.edu/upd/](http://www.unf.edu/upd/)
The University of North Florida Police Department is entrusted to preserve the peace, provide general police services to the University community, and enforce the laws of the State of Florida, the ordinances of the City of Jacksonville, as well as the rules, policies and traffic regulations of the University of North Florida. In cooperation with the entire campus community, the University Police Department also is committed to protecting the University’s population, buildings, grounds and equipment.

**Student Government**
Location: Building 58 East, Room 3300  
Phone: (904) 620-2750  
Email: studentgovernment@unf.edu  
Website: [http://www.unf.edu/sg/](http://www.unf.edu/sg/)

Student Government serves as a governing body responsible for representing student interests and addressing student needs on matters of University, local, state, or national concern, by providing, various programs and services for you, through either the three branches: Executive, Legislative, or Judicial; or its agencies: African American Student Union, Club Alliance, Osprey Productions and Volunteer Center.

**Student Health Services**
Location: Building 39A, Room 2098  
Phone: (904) 620-2900  
Email: See website to select appropriate point of contact  
Website: [http://www.unf.edu/shs/](http://www.unf.edu/shs/)

Student Medical Services is an ambulatory care health center with certified health care providers. It provides you with access to same day medical care either by walk-in or appointment.

**Student Ombudsman**
Location: Building 2, Room 1500  
Phone: (904) 620-1491  
Email: a.adams-manning@unf.edu  
Website: [http://www.unf.edu/ombudsman/](http://www.unf.edu/ombudsman/)

The Office of the Student Ombudsman provides all UNF students with a safe, confidential place to bring questions and concerns about University rules, policies, or procedures. The Ombudsman assists students by considering all sides of an issue in an impartial and objective way, and then advises on how to best resolve the problems.
Victim Advocacy
Location: Building 2, Room 2100
Phone: (904) 620-2528 or (904) 620-1010 (Crisis Helpline 24/7)
Email: womenct3@unf.edu
Website: http://www.unf.edu/womens-center/Victim_Advocacy.aspx

Campus victims of actual and/or threatened violence can find help 24-hours-a-day through the Women’s Center’s Victim Advocacy Program. Victim Advocates are certified Victim Services Practitioners, supported by trained volunteers, who assist and support persons who have experienced harassment, rape, relationship violence, stalking, hate crimes or other crimes. Advocates can provide immediate crisis intervention, guidance on legal options and rights, and a safe, confidential space for a victim to talk about her or his experiences.

Women’s Center
Location: Building 2, Room 2100
Phone: (904) 620-2528
Email: womenctr@unf.edu
Website: http://www.unf.edu/womens-center/

The Women’s Center’s works to achieve political, social and economic equality for everyone, and for us that means starting with a strong respect for diversity. Women and men of every race, culture, religion, political viewpoint and sexual orientation are always welcome in the Women’s Center.

Writing Center
Location: Building 4, Room 2501
Phone: (904) 620-5394
Email: rubrics@unf.edu
Website: http://www.unf.edu/coas/english/wc/aboutwc.aspx

The Department of English Writing Center helps students develop their writing skills and supports faculty to integrate writing into their courses and course planning. Our writing center staff works with students one-on-one to craft individualized strategies to strengthen their writing and encourage better, stronger writing practices. Our Writing staff also works with university faculty, academic programs, and colleges to offer tailored writing instruction and writing workshop and outreach.