

SCHOOL OF SOCIAL WORK

Master of Social Work

Student Program Guide

**Share our commitment.
Bring justice to life.**

March 2013



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WELCOME FROM THE DIRECTOR

Welcome to the School of Social Work on behalf of the faculty and staff. You are joining a school with a strong sense of mission: a commitment to social justice and anti-oppressive social work practice. The School's curriculum is under continual redevelopment as we strive to meet the challenges we have set for ourselves in the mission statement and to recognize the diversity of our student body. Responding to the complexity of our students' lives and need for many outside of Victoria to live and work in home communities, we are committed to a flexible, accessible delivery of our courses. We encourage you to pursue your particular interests through incorporating those interests in your course assignments and in your choice of practicum/project or thesis to complete your graduate work with us.

A very special welcome is extended to the Indigenous students, to the students from visible minorities, students with disabilities and students from sexual orientation minorities. We also extend a welcome to students whose country of origin is not Canada. As faculty and staff, we are seeking to recognize the diversity of history, knowledge and experience that you bring to the School.

This program guide may answer some of your questions, anticipate some difficulties and direct you to who has more information. It is primarily an administrative guide to help you through the maze of rules and procedures. The School encourages all students to be independent learners, to care about your own well-being as practitioners, and to view your degree as only one step in your ongoing professional development. Remember, as you begin this step of your journey: stay as healthy as you can, be generous with yourself and others and keep your humour. Learning happens best when there is balance.

I am pleased to be able to welcome you and wish you well in your studies with us.

Acting Director, Mehmoona Moosa-Mitha

Director, School of Social Work

MISSION STATEMENT

Our scholarly mission is to share and create collective knowledge and understanding through engaging in critical enquiry and by supporting research and innovative curriculum development. Our practice mission is to act on social justice issues through community change initiatives and anti-oppressive social work. Our political and social responsibility is to participate in and reflect community experiences in all our efforts to challenge oppressive societal structures. In all our activities, we aspire to create a supportive environment that promotes equity, respect, responsibility, curiosity, collaboration, flexibility, risk-taking and creativity. We support inter-disciplinary collaboration. We seek to provide accessible and flexible social work education and we are committed to working across differences, such as gender, age, race, ethnicity, class, abilities, and sexual orientation.

MSW PROGRAM HISTORY

The first MSW students were admitted to the University of Victoria in 1991. These first students, and all other students for ten years, were admitted to the Faculty of Human and Social Development (HSD) program. The HSD program (also known as the multidisciplinary program) was offered through a partnership between HSD graduate faculty members and the schools of social work, nursing and child and youth care.

The HSD program was terminated in 2000 and all students since 2001 have been admitted to the School of Social Work MSW program. The School of Social Work MSW program continues to have significant strengths that reflect its multidisciplinary origins.

The School of Social Work continues to foster working relationships with faculty and students in the MA (Studies in Policy and Practice) program. While projects and thesis supervisors must come from within Social Work, faculty members from other programs may also serve on committees and this is intended to promote stimulating interdisciplinary graduate learning.

In addition to the on campus MSW program, the School of Social Work initiated an off-campus MSW program in 1997 for Indigenous students located in northwestern British Columbia. This program was jointly sponsored by the School of Social Work and by the Northwest Band Social Workers Association, based in Terrace BC. Fifteen students were admitted to this program and completed all classes together in Terrace between 1997 and 1999.

In 2004, the School launched a pilot Indigenous MSW (MSWI) program for a cohort of students working and residing on Vancouver Island with a view to use the initial offering as the base for a province wide Indigenous MSW program. The program was specifically designed to focus on the needs of social workers working in Indigenous social settings. An additional cohort of students was accepted into the pilot MSWI in 2008. The MSWI received Senate approval in September 2009 and this program is now offered every other even calendar year through a combination of on campus institute and web-based delivery of instruction. The next admissions intake for the MSWI program will be in 2012, and the program is open to students across Canada.

Over the past five years, the School developed an interest in offering access to the Master's program from applicants who hold a degree other than a BSW. The School was receiving frequent and ongoing requests from non-BSW degree holders to provide access to the MSW. In response to this request, along with the ongoing need for graduate level professional social workers in human services, the School pursued the goal of offering graduate students a non-BSW entry into the MSW program through web-based delivery of instruction and on-campus institutes.

With Senate approval, the School launched the non-BSW entry MSW distance education program in September 2010. This non-BSW entry MSW program emphasizes the critical role of community context on practice. Our faculty and staff offer the non-BSW entry MSW program every other odd calendar year as a combination of on-campus and distance education for qualified applicants with a degree other than social work. The next admissions intake for the non-BSW entry MSW program will be September 2013.

For the 2013-2014 calendar year, there will be a September intake for the MSW Advanced program and the non-BSW entry MSW program. The Foundation courses within the non-BSW entry MSW program will be offered on campus during the first year of the program (three terms). The MSW Advanced program will be delivered through a combination of a summer institute and web-based delivery of instruction (distance education).

All three of the MSW programs (MSW Indigenous Specialization, non-BSW entry, MSW Advanced) all lead to the degree of Master of Social Work that is fully accredited by the Canadian Association of Schools of Social Work.

ACCREDITATION

The Master of Social Work (MSW) degree is accredited by the Canadian Association of Schools of Social Work (CASSW). The last accreditation review was in 2009 and the period of accreditation for the BSW Program is four years (2013), and the MSW is seven years (2016). For further information on the CASSW and on the accreditation process visit the CASSW website.

KEY CONTACT INFORMATION - SCHOOL OF SOCIAL WORK

GRADUATE ADVISOR

The Graduate Advisor is the member of the School of Social Work faculty who is responsible to Graduate Studies, the School of Social Work School Council, and the Director of the School of Social Work for the MSW program.

Susan Strega, Ph.D.
Phone: 250 721-8333
E-mail: sstrega@uvic.ca
Office: HSD B324

GRADUATE PROGRAM ASSISTANT

For MSW applicants and MSW students, the Graduate Program Assistant is your first point of contact. The Graduate Program Assistant will assist you, and redirect your questions or concerns to the Program Advisor or Graduate Advisor.

Jaime Ready
Phone: 250 472-5622
E-mail: bswmsw@uvic.ca
Office: HSD B302

GRADUATE PROGRAM ADVISOR

The Program Advisor provides initial and ongoing advising, registration and navigation of other University systems, including the Faculty of Graduate Studies, for a culturally, socially and geographically diverse student body within our 3 distinct MSW programs.

Meg Thompson, M.Ed.
Phone: 250 472-4674
E-mail: megt@uvic.ca
Office: HSD B311

Mailing Address:
School of Social Work
University of Victoria
PO Box 1700 STN CSC
Victoria, BC V8W 2Y2

Phone: 250 721-8036
FAX: 250 721-6228
Website: <http://socialwork.uvic.ca/>

KEY CONTACT INFORMATION - FACULTY OF GRADUATE STUDIES

GRADUATE ADMISSIONS & RECORDS

E-mail: grad3@uvic.ca

Phone: 250 721-7976

Fax: 250 472-5420

Website: <http://registrar.uvic.ca/grad/>

Mailing Address:

Graduate Admissions and Records

University of Victoria

PO Box 3025 STN CSC

Victoria, BC V8W 3P2

FACULTY OF GRADUATE STUDIES

E-mail: fgssec2@uvic.ca

Phone: 250 721-7970

Fax: 250 721-8957

Website: <http://www.uvic.ca/gradstudies/>

Mailing Address:

Faculty of Graduate Studies

University of Victoria

PO Box 3025, STN CSC

Victoria, BC V8W 3P2

SCHOOL OF SOCIAL WORK FACULTY AND SUPERVISORS

Teaching and supervision of MSW students is limited to those members of the School of Social Work faculty who have been accepted as members of the Faculty of Graduate Studies. A list of faculty, their areas of academic interest and their availability for 2012/2013 is as follows:

Leslie Brown

Office: HSD B334 or HSD A102
Phone: 250 721-6275 or 250 853-3247
E-mail: lbrown@uvic.ca

Research and Thesis/Project Supervision Interests: Community action research, social work and governance practice in Indigenous communities, community development, child welfare. All of these subjects to be viewed broadly. Thesis topics supervised include: Storytelling and residential school experiences, Smoking among girls, Indigenous epistemology, Mothers recovering from substance misuse, Constructing principles of the Sauleau First Nation, Aboriginal social work training, Kwakwaka'wakw dispute resolution.

Availability: Available for supervision and committee work.

Contact: Make an appointment to discuss potential topics and appropriateness for membership on the supervisory committee.

Graduate Studies Standing: Full member

Jeannine Carriere

Office: HSD B343c
Phone: 250 721-6452
E-mail: carriere@uvic.ca

Research and Thesis/Project Supervision Interests: Indigenous child and family practice and policy, Indigenous ways of knowing, mental health and decolonization for Indigenous people.

Availability: Supervision at capacity and available for committee membership.

Contact: By phone or e-mail.

Graduate Studies Standing: Full member

Donna Jeffery

Office: HSD B332
Phone: 250 721-8037
E-mail: donnaj@uvic.ca

Research and Thesis/Project Supervision Interests: Research and teaching interests include: Race and gender issues in the production of professional subjectivity, poststructural and postcolonial analyses of power and knowledge, intersectionality in the social organization of dominance and marginality, social work history. Donna completed her doctoral studies in sociology in education at OISE/University of Toronto. Her current research looks at environmentalism, how ideologies of nature operate in social and political spaces, and, in particular, how the physical environment is represented in social work discourse. The next phase of this research will extend this methodological approach to the intersections of food politics and forms of social difference.

Availability: Generally available for supervision and/or committee work.

Contact: Make an appointment to discuss potential topics and appropriateness for membership on the supervisory committee. On study leave January through July, 2013.

Graduate Studies Standing: Full member

Patricia Mackenzie

Office: HSD B336
Phone: 250 472-4698
E-mail: patmack@uvic.ca

Research and Thesis/Project Supervision Interests: I joined the School of Social Work as an Associate Professor in July 1999 and was appointed as a Research Associate at the Centre on Aging in June 2000. Prior to coming to UVic, I spent 11 years as an Associate Professor and Director of the Saskatoon Community Education Center at the faculty of Social Work, University of Regina. I also practiced as social worker in Victoria from 1974 to 1988. I studied at UBC (MSW) and the University of Edinburgh (PhD). I teach in both the undergraduate and graduate programs of the School of Social Work. My primary research interests are in the area of health care, aging, family relationships, interdisciplinary teamwork, and rural/remote practice.

Availability: Not available to work with you as a supervisor or committee member for either a thesis (599) or a research project (598) until July 2014 due to current commitment to graduate students and upcoming administrative leave beginning in July 2013.

Contact: The very best way to track me down is to send me an E-mail. We can then begin a correspondence or arrange an appointment to talk further. After our initial discussion, the next step would be preparing a short written proposal and have a further discussion of who else might become involved on your committee.

Graduate Studies Standing: Full member

Pam Miller

Office: HSD B314
Phone: 250 721-8046
E-mail: pamelami@uvic.ca

Research and Thesis/Project Supervision Interests: Prior to coming to the School January 2008 I was Associate Dean of Teaching and Learning and Director of eLearning and Distance Education for the Faculty of Social Work, University of Calgary. My areas of practice are community development, social work education and administration. In addition to a PhD in social work I have a PhD in philosophy with an emphasis in professional ethics and environmental ethics. Areas of research and project development that I am particularly interested in are: models and approaches to leadership in human services, professional decision making, including ethical decision making, models and approaches to the use of information technology in human service practice and education and environmental ethics models and practices.

Availability: On Administrative Leave from July 2013 to July 2014

Contact: E-mail me to make an appointment.

Graduate Studies Standing: Full member

Mehmoona Moosa-Mitha

Office: HSD A330
Phone: 250 721-8041
E-mail: mehmoona@uvic.ca

Research and Thesis/Project Supervision Interests: Citizenship rights, child welfare, anti-oppressive practice and theory, social work ethics.

Availability: Generally available for supervision and/or committee work

Contact: E-mail me to make an appointment.

Graduate Studies Standing: Full member

Cathy Richardson

Office: HSD B342
Phone: 250 472-4632
E-mail: cathyr@uvic.ca

Research Interests: Indigenous resistance, decolonization, human dignity, recovering from violence, child welfare practice, community restoration and environmental/spiritual integrity.

Availability: Generally available for supervision and/or committee work

Contact: E-mail me to make an appointment.

Graduate Studies Standing: Full member

Susan Strega

Office: HSD B324
Phone: 250 721-8333
E-mail: sstrega@uvic.ca

Research and Thesis/Project Supervision Interests: Anti-oppressive/anti-racist practice, child welfare, sex work, GLBTQ-related topics and male violence. I am interested in research methodologies generally and have worked with discourse analysis, feminist and post structural approaches, narrative analysis, thematic analysis, and grounded theory. Recent theses/projects supervised include: Trafficking by another name: A case study of Canada's Live-in Caregiver Program; Monster crusades; Constructing responsibility for the commercial sexual exploitation of children; Who are the 'men' in men who have sex with men (MSM)?; Exploring the issue of family violence within the military community; Hopework: Health care providers caring for cancer patients facing end of life; Stories in the shadows: Lesbian experience with donor insemination; The experiences of queer youth in care: A grounded theory study. Susan is the MSW Graduate Advisor as of July 2012.

Availability: Available to supervise both theses and projects.

Contact: Please phone or e-mail to make a time for an initial discussion. As part of exploring 'fit' around interests and working styles, I ask prospective supervisees to send me a recent sample of their academic writing.

Graduate Studies Standing: Full member

Robina Thomas

Office: First Peoples' House Room 147

E-mail: robinat@uvic.ca

Phone: 250 472-4877

Qwul'sih'yah'maht (Robina Thomas) is Lyackson of the Coast Salish people. Associate Professor in the School of Social Work, Robina holds a BSW, MSW, a PhD in Indigenous Governance. Robina is committed to Indigenous education and her research interests include Storytelling, Indigenous women, residential schools and Uy'skwuluwun: to be of a good mind and heart. She is committed to understanding anti-racism and anti-oppression and how these can be lived.

Availability: Available to supervise both theses and projects.

Contact: Please phone or e-mail to make a time for an initial discussion.

Graduate Studies Standing: Full member.

Barbara Whittington

Office: HSD B316

Phone: 250 721-8044

E-mail: bwhittin@uvic.ca

Research and Thesis/Project Supervision Interests: Grandparents Raising Grandchildren, Legal and policy issues; Equity and Discrimination Experiences and Policy Change; Restorative / Transformative Justice and its application broadly; Mediation Conflict and Gender; Social change/ public & popular Education; Harassment and Equity – creation of climates where we can live and learn; Families/ parenting/ human development community capacity building and policy development. I work in my community and am registered as a private practitioner with BCASW. Research topics supervised, under supervision & committee involvement includes: Sexual Harassment of Women Pilots, Media(ted) Discourse on Globalization and Civil Society: The Selling of Free Trade and The Quelling of Dissent, The Place and Experience of Men in Social Work, Examination for Discovery; Discourse Analysis, Crisis Clinic; considerations for anti oppressive Work, Social Workers “identity”; PhD committees – Bereavement; Chinese Canadian Couples; Indigenous epistemology.

Availability: For MSW 598 projects or thesis option. On leave from January to July 2013.

Contact: Please make an appointment by e-mail. Then we will meet and see how your interests and style of working fit with mine. The next step would be the preparation of a short written proposal and a discussion of potential committee composition. As part of exploring a ‘fit’ around interests and working styles, I will want to see a recent sample of your writing and discuss timelines and committee composition.

Confirmation of agreement to supervise will come after your written proposal has been reviewed.

Graduate Studies Standing: Full member

THE MSW ADVANCED PROGRAM CURRICULUM

PROGRAM OBJECTIVES

- building on student's own knowledge as experienced practitioners
- analyzing and critiquing social work theory
- contributing to building and application of new social work theory, critical and anti-oppressive practice
- building skills in research and critical inquiry
- addressing the current impact of policy, organizational and professional changes
- cultivating the opportunity to work in inter-professional contexts
- acknowledging Indigenous ways of knowing and building mechanisms to foster research and practice by Indigenous peoples
- cultivating skills in working across difference of gender, age, race, ethnicity, class, ability and sexual orientation
- promoting leadership and the distinctive contribution that social work can make to policy and practice in the human services

PROGRAM FORMAT

The School of Social Work offers a graduate program leading to the degree of Master of Social Work that is fully accredited by the Canadian Association of Schools of Social Work.

This MSW Advanced program is designed to provide graduate students with the opportunity to reflect on their practice experience in the context of the School's mission statement and to develop critical skills and their application to practice and/or research. In addition to the MSW Advanced program, the School offers an Indigenous specialization (MSWI) that focuses on the needs of social workers working in Indigenous social settings, as well as the non-BSW entry MSW program. The MSW Advanced and MSW Indigenous Specialization programs are offered primarily through distance education with on campus institutes at the start of the programs. The non-BSW entry MSW program will be delivered through a combination of on-campus and distance education starting in 2013. All Foundation core courses are delivered within a cohort model, on campus with a September intake (Fall term) as resources permit. As part of the non-BSW entry MSW program, the Advanced core courses and up to two electives are offered primarily through distance education starting in term four.

Beginning in May 2013, program completion options for the all three Master's programs include a thesis or course-based option. Students who opt to undertake the thesis completion option will do so under the supervision of a faculty member within the School of Social Work.

The MSW Advanced degree program requires a minimum of 15 units. Program completion options for the MSW Advanced program include a thesis or course-based.

MSW Advanced program

Thesis option

The Advanced program courses will be offered through a combination of summer institute and web-based instruction.

SOCW 510 (1.5) Policy Context of Practice
SOCW 511 (1.5) Contemporary Debates and Ethical Dilemmas in Social Work
SOCW 512 (1.5) Knowledge and Inquiry: Re-Theorizing Social Work
SOCW 516 (1.5) Research Methodologies
SOCW 517 (1.5) Research Seminar
SOCW 599 (6.0) Thesis
Electives (1.5 units): Students must take at least 1.5 units of elective courses. MSW students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSW program cannot be used for graduate elective credit.

Course-based option

The MSW Advanced program (course-based option) requires a minimum of 15 units. The 15 units are made up of 7.5 units of core courses, 3.0 units of electives, and a 4.5 unit advanced practicum.

The Advanced program courses will be offered through a combination of summer institute and web-based instruction.

SOCW 510 (1.5) Policy Context of Practice
SOCW 511 (1.5) Contemporary Debates and Ethical Dilemmas in Social Work
SOCW 512 (1.5) Knowledge and Inquiry: Re-Theorizing Social Work
SOCW 516 (1.5) Research Methodologies
SOCW 571 (1.5) MSW Capstone
SOCW 506 (4.5) Advanced Practice Practicum

Electives (3.0 units): Students must take at least 3.0 units of elective courses. MSW students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSW cannot be used for graduate elective credit.

Electives

Note: Not all electives are offered every year.

- SOCW 505 (1.5) Child Welfare Seminar
- SOCW 531 (1.5) Critical Exploration of Leadership Roles for Social Workers in Health Care
- SOCW 532 (1.5) Introduction to Social Work in the Health Care Sector
- SOCW 533 (1.5) Working with Trauma
- SOCW 580 (1.5 or 3.0) Special Topics in Social Work and Social Welfare
- SOCW 590 (1.5 or 3.0) Directed Studies

The department offers a SOCW 580 up to three times per year each time as a special topic course. In the past this course has been offered in special topics such as; Indigenous Human Development; Social Work and Human Rights: Critical transnational reflections on humanitarian work and human rights discourses; Countering Colonialism; Social Work Ethics: "Encountering the Other".

THE MSW INDIGENOUS SPECIALIZATION PROGRAM CURRICULUM

PROGRAM OBJECTIVES

Additional objectives of the MSW program within the Indigenous specialization:

- ‘centering’ Indigenous culture, knowledge and understanding;
- building on students’ own knowledge as experienced practitioners in Indigenous service settings;
- developing critical awareness and capacity for analysis and applying these skills to practice and policy development by Indigenous service settings;
- developing the capacity to conduct research and contribute to Indigenous knowledge building and transmission;
- identifying racism, colonization and oppression and contributing to liberating policies and practices;
- contributing to the development of culturally appropriate child welfare policies and practices;
- contributing to the development of healthy Indigenous communities;
- identifying international connections between Indigenous peoples and their knowledge and experience;
- developing leadership skills in policy development and administration in the context of Indigenous governance.

PROGRAM FORMAT

The MSW Indigenous specialization is offered through a combination of an on- campus institute and distance education courses. Students within the specialization will begin the program with the on-campus session by taking two core SOCW courses (521 and 523). Program completion options for the MSWI program include a thesis or course-based option. This stream has one intake for the May session of every even Calendar year.

Master’s with Indigenous Specialization

Thesis option

The MSW Indigenous specialization (thesis option) requires a minimum of 15 units. The 15 units are made up of 7.5 units of core courses, 1.5 units of electives, and a 6.0 unit thesis.

| | | |
|----------|-------|--|
| SOCW 521 | (1.5) | Indigenous Perspectives on Knowledge and Research |
| SOCW 523 | (1.5) | Self-Conscious Traditionalism in Indigenous Social Work Practice Seminar |
| SOCW 510 | (1.5) | Policy Context of Practice |

- SOCW 516 (1.5) Research Methodologies
- SOCW 517 (1.5) Research Seminar
- SOCW 599 (6.0) Thesis

Electives (1.5) Students must take at least 1.5 units of elective courses. MSW students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSW program cannot be used for graduate elective credit.

Course-based option

The MSW-Indigenous Specialization degree (course-based option) requires a minimum of 15 units. The 15 units are made up of 7.5 units of core courses, 3.0 units of electives, and a 4.5 unit MSWI practicum.

- SOCW 510 (1.5) Policy Context of Practice
- SOCW 516 (1.5) Research Methodologies
- SOCW 521 (1.5) Indigenous Perspectives on Knowledge and Research
- SOCW 523 (1.5) Self-conscious Traditionalism in Indigenous Social Work Practice Seminar
- SOCW 571 (1.5) MSW Capstone
- SOCW 506A (4.5) MSWI Practicum
- Electives (3.0) Student must take at least 3.0 units of elective courses. MSWI students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSWI cannot be used for graduate elective credit.

Electives: *Note:* Not all electives are offered every year.

- SOCW 505 (1.5) Child Welfare Seminar
- SOCW 531 (1.5) Critical Exploration of Leadership Roles for Social Workers in Health Care
- SOCW 532 (1.5) Introduction to Social Work in the Health Care Sector
- SOCW 533 (1.5) Working with Trauma
- SOCW 580 (1.5 or 3.0) Special Topics in Social Work and Social Welfare
- SOCW 590 (1.5 or 3.0) Directed Studies

THE NON-BSW ENTRY MSW PROGRAM CURRICULUM

ADDITIONAL OBJECTIVES OF THE NON-BSW ENTRY MSW PROGRAM

- developing critical self-reflection and analysis of student's role as social worker;
- building on student's experience and understanding of practice conditions and effective practice models;
- analyzing and critiquing social work theories and approaches to practice, using different-centered theories;
- developing skills for developing and applying critical social work theories and approaches to practice;
- conceptualizing, critiquing and developing student's own practice framework;
- developing and applying skills in research and critical inquiry within community contexts;
- addressing the current impact of funding and program policies, organizational policies and structures and community dynamics on practice in student's community;
- exploring the challenges, opportunities and strategies for critical social work practice in inter-professional contexts;
- cultivating practice approaches for working across differences of gender, age, race, ethnicity, class, ability and sexual orientation;
- identifying the leadership roles and distinctive contributions that social work can make to policy and practice in the human services and locate themselves as leaders in relevant practice and policy contexts within their communities.

PROGRAM FORMAT

The 30 unit non-BSW entry MSW program will be offered as a full-time graduate program with delivery of instruction provided both on-campus and through distance education. The foundation core courses are delivered within a *cohort model*, ON CAMPUS with a September intake (Fall term) as resources permit. As part of the non-BSW entry MSW program, the Advanced core courses and up to two electives are offered primarily through distance education starting in term four. There is a mandatory on-campus late summer institute in term three that kicks off the MSW Advanced courses. Students in the non-BSW entry MSW program must complete the required Foundation core courses and a 4.5 unit social work Foundation practicum to be eligible to register in MSW Advanced courses. The Foundation program consists of 15 units as does the MSW Advanced program for a total of 30 units.

The non-BSW entry MSW program Foundation courses will be offered within an on-campus cohort model, with a September intake (Fall term) as resources permit.

Non-BSW Foundation Program

| | | |
|----------|-------|---|
| SOCW 549 | (1.5) | Research Foundations |
| SOCW 551 | (1.5) | Indigenous Communities: Practice and Policy |
| SOCW 544 | (1.5) | Social Work, the State and Citizenship |
| SOCW 543 | (1.5) | Theorizing Social Difference |
| SOCW 547 | (1.5) | A Critical History of Social Work: The Making of Citizenship and Nation |
| SOCW 550 | (1.5) | Social Justice, Social Work and the Law |
| SOCW 546 | (1.5) | Collaborative Conversations |
| SOCW 540 | (4.5) | Practicum |

MSW Advanced program

Students in the non-BSW entry MSW program must complete the required Foundation core courses and a 4.5 unit Foundation practicum to be eligible to register in MSW Advanced courses. The Foundation program consists of 15 units as does the MSW Advanced program for a total of 30 units.

Thesis option

The Advanced program courses will be offered through a combination of summer institute and web-based instruction.

| | | |
|----------|-------|--|
| SOCW 510 | (1.5) | Policy Context of Practice |
| SOCW 511 | (1.5) | Contemporary Debates and Ethical Dilemmas in Social Work |
| SOCW 512 | (1.5) | Knowledge and Inquiry: Re-Theorizing Social Work |
| SOCW 516 | (1.5) | Research Methodologies |
| SOCW 517 | (1.5) | Research Seminar |
| SOCW 599 | (6.0) | Thesis |

Electives (1.5 units): Students must take at least 1.5 units of elective courses. MSW students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSW program cannot be used for graduate elective credit.

Course-based option

The MSW Advanced program (course-based option) requires a minimum of 15 units. The 15 units are made up of 7.5 units of core courses, 3.0 units of electives, and a 4.5 unit advanced practicum.

The Advanced program courses will be offered through a combination of summer institute and web-based instruction.

SOCW 510 (1.5) Policy Context of Practice
 SOCW 511 (1.5) Contemporary Debates and Ethical Dilemmas in Social Work
 SOCW 512 (1.5) Knowledge and Inquiry: Re-Theorizing Social Work
 SOCW 516 (1.5) Research Methodologies
 SOCW 571 (1.5) MSW Capstone
 SOCW 506 (4.5) Advanced Practice Practicum
 Electives (3.0 units): Students must take at least 3.0 units of elective courses.
 MSW students may take one 400 level course as an elective with the permission of the course instructor and the Graduate Advisor. Undergraduate courses taken prior to admission to the MSW cannot be used for graduate elective credit.

Electives

Note: Not all electives are offered every year.

SOCW 505 (1.5) Child Welfare Seminar
 SOCW 531 (1.5) Critical Exploration of Leadership Roles for Social Workers in Health Care
 SOCW 532 (1.5) Introduction to Social Work in the Health Care Sector
 SOCW 533 (1.5) Working with Trauma
 SOCW 580 (1.5 or 3.0) Special Topics in Social Work and Social Welfare
 SOCW 590 (1.5 or 3.0) Directed Studies

The department offers a SOCW 580 up to three times per year each time as a special topic course. In the past this course has been offered in special topics such as; Indigenous Human Development; Social Work and Human Rights: Critical transnational reflections on humanitarian work and human rights discourses; Countering Colonialism; Social Work Ethics: "Encountering the Other".

DESCRIPTION OF REQUIRED AND ELECTIVE COURSES FOR THE MSW ADVANCED/MSWI/NON-BSW ENTRY MSW PROGRAMS

Note: Elective courses are offered as resources permit. Therefore not all electives are offered each calendar year.

SOCW 501 Debates, Ideas and Discourses in Social Work

Units: 1.5

Examines and critiques current debates, ideas and discourses relating to social work knowledge and practice. This course looks at social work ideas (as they pertain to both practice and policy) historically and currently, and critically engage with them from a variety of perspectives, such as feminist, Indigenous, critical and post-structural. Emphasis is placed on these perspectives because they challenge prevailing assumptions about individualism, meritocracy, professionalism and philanthropy.

SOCW 505 Advanced Child Welfare Seminar

Units: 1.5

Explores topics of special interest in the development of child welfare practice from a critical, anti-oppressive and social justice perspective. Students are expected to conduct an analysis on a current child welfare topic they select in conjunction with the instructor.

SOCW 506 MSW Practicum

Units: 3.0

A minimum of 450 hours of social work practice and demonstration of the application of critical analysis to practice are required. Faculty of Human & Social Development regulations concerning practica apply to the MSW practicum.

Prerequisites: Advanced Program Standing, 6 units of coursework (4.5 units of Advanced Program core courses plus 1.5 units of elective).

Grading: INP, COM, N, F.

SOCW 506A MSWI Practicum

Units: 3.0

A minimum of 450 hours of social work practice and demonstration of the application of critical analysis to practice are required. Faculty of Human and Social Development regulations concerning practica apply to the MSWI practicum.

The practicum contract and method of evaluation must be approved by the instructor and graduate adviser prior to registration.

Prerequisites: Advanced Program Standing, 6 units of coursework (4.5 units of Advanced Program core courses plus 1.5 units of elective – choose from core courses SOCW 521, 523, 510, 516 and 517.

Grading: INP, COM, N, F.

Note: Contact Meg Thompson, MSW Program Advisor at megt@uvic.ca to review.

Prerequisites listed in this MSW Program Guide are correct. Information regarding 506a in the 2012-2013 Graduate Calendar is now incorrect due to recent curriculum changes in the department.

SOCW 510 Policy Context of Practice

Units: 1.5

Reviews and analyzes a number of explanations of the policy making process. It examines who makes policy in both governmental and voluntary human service organizations and the impact of policy on consumers and practitioners. The course analyzes the policy/practice interface and uses substantive policy domains to illustrate how policy both enhances and constrains practice and how practice in turn can influence policy. Students are encouraged to develop their own understandings of the contributions of practice to policy.

SOCW 511 Contemporary Debates and Ethical Dilemmas in Social Work

Units: 1.5

Examines and critiques current debates, ideas and discourses relating to social work knowledge and practice, with a specific focus on ethics. Emphasis is placed on postmodern, feminist, anti-racist and Indigenous perspectives as they challenge prevailing assumptions about individualism, meritocracy, professionalism and philanthropy. Specifically looks at the contributions of these perspectives to a critical theorizing of professional practice and ethics.

SOCW 512 Knowledge and Inquiry

Units: 1.5

Takes as its starting point the idea that responsible and effective professional and scholarly practice begins with a critical examination of how relations of power shape knowledge production. Over the term, assumptions underlying the creation of knowledge and different approaches to knowing authoritatively will be investigated. Questions of 'how we come to know' and 'how we go about asking' are explored through poststructural, postcolonial and critical race lenses.

SOCW 516 Research Methodologies

Units: 1.5

Critically reviews a wide range of research methodologies commonly practised in the human services. The course considers the kinds of opportunities and challenges presented by each methodology. The course emphasizes the link between the development of a research question and the selection of methodological approaches.

SOCW 517 Research Seminar

Units: 1.5

Focusing on specific methodological, analytical and/or theoretical aspects of research for the thesis or project. Content varies from year to year, depending on students' interests and needs.

Prerequisite: SOCW 516

SOCW 518 Making Other / Making Self: Race and the Production of Knowledge

Units: 1.5

Explores the ways in which knowledge production is radicalized and the ways in which we might resist such constructions in our own practices. Underpinning the course is the question: What explanatory frameworks do we draw on to explain our practice and our profession/personal identity.

SOCW 521 Indigenous Perspectives to Knowledge and Research

Units: 1.5

Explore the dimensions of Indigenous ways of knowing that influences research with Indigenous communities. Students will explore how, and from where, their own knowing emerges as well as critically examine how knowledge is constructed within the larger society. The course focuses on the layers and multitudes of relationships that the self experiences with others and the world including the many ways in which power, culture, ethics, protocols, language, place and spirit shapes knowledge. Students will have an opportunity to apply this knowing to their personal knowing and researching values and framework.

SOCW 522 Critical Indigenous Analysis of Social Work Theory

Units: 1.5

Critical analysis, from an Indigenous perspective, of social work theory. Students examine critically how culture, modernism, class, race and professionalism, have influenced the development of social work practice, and how these characteristics manifest themselves in practice in Indigenous communities. Attempts to decolonize through Indigenous policy development are examined along with examples of their application to social welfare. Students are expected to apply ideas and concepts from the policy literature to policy development in their own agency.

SOCW 523 Self-Conscious Traditionalism in Indigenous Social Work Practice Seminar

Units: 1.5

Critical exploration of alternative models of Indigenous social work practice drawn from the literature and from their own practice. Concepts and skills of Indigenous leadership are also explored.

SOCW 524 Critical Indigenous Analysis of Social Welfare Policy

Units: 1.5

Critical analysis from an Indigenous perspective of social welfare policy. Students critically examine how capitalism, colonialism, race and class are embedded in social welfare policy. Examples of Indigenous policy development are also examined to explore the components of alternative visions of welfare. Students are expected to apply ideas and concepts from the policy literature to policy development in their own agency.

SOCW 525 Seminar in Child Welfare Policy and Practice in Indigenous Communities

Units: 1.5

Examination of critical issues in family and child welfare policy and practice development in Indigenous Communities. The critical issues to be examined are determined collectively by students and faculty in the context of the literature.

SOCW 526 Seminar in Community Health Policy and Practice in Indigenous Communities

Units: 1.5

Examination of such critical issues in community health as sexual abuse, substance misuse and family violence along with the collective steps that Indigenous (and other) communities have taken to restore health. The critical issues to be examined are determined collectively by students and faculty.

SOCW 527 Research Methods

Units: 1.5

Critically reviews the research methodologies that have proved most productive in the development of Indigenous knowledge. The course emphasizes the link between the development of a research question and the selection of methodological approaches. Students are required to apply this understanding to the preparation of a draft research proposal.

Prerequisites: Completion of Social Work 521, 522, 523, and 524.

SOCW 528 Research Seminar

Units: 1.5

Provides support to students in the development of their research proposal (thesis or research project) and the conduct of their research.

Prerequisites: Completion of Social Work 527.

Co-requisite: Registration in one of Social Work 596, 598 or 599

SOCW 531 Critical Exploration of Leadership Roles for Social Workers in Health Care

Units: 1.5

Inquiry based opportunity for students to critically examine their leadership styles and develop a foundational knowledge and skill base for effective involvement in organizational change, staff management, coaching and supervision, coordination of inter-professional teams and development of policies to address the social determinants of health.

SOCW 532 (400) Introduction to Social Work in the Health Care Sector

Units:1.5

Examines the knowledge and skills required for social worker to be effective advocates while caring out a range of responsibilities in the health care sector within the context of a practice framework that focuses on the social determinants of health. The challenges and opportunities provided by the cultural and organizational contexts of practice in health care will be an important focus of the course for examining the inter-professional nature of practice. Particular aspects of practice such as appropriate documentation, informed consent and community development will be included.

SOCW 533 Working with Trauma

Units: 1.5

Explores current theories and practices regarding trauma work. Particular emphasis will be placed on the neurobiological and psychophysical qualities of traumatic stress, as well as the interpersonal and socio-political/cultural contexts that lend themselves to traumatic stress. Various theoretical contributions which support qualities and strategies of resilience will be examined. Emphasis will be placed on concrete skills, practices and strategies that have applicability to a wide variety of contexts including work with individuals, groups, communities and which translate to policy development.

SOCW 540 Practicum (non-BSW entry MSW program Foundation practicum)

Units: 3.0

A minimum of 450 hours of social work practice and demonstration of the application of critical analysis and demonstration of the application of critical analysis to practice are required. Faculty of Human and Social Development regulations concerning practica apply to the MSW practicum.

Grading: INP, COM, N, F.

SOCW 543 Theorizing Social Difference

Units: 1.5

How do we come to know who we are and how is this knowledge raced, embodied, engendered and embedded in a material context? These questions underpin social work knowledge and practice. Developing an analysis of social difference is a crucial skill for social workers. In this course students will be introduced to the concepts of marginalized and dominance as they play out in (primarily) North American contexts. The course will look at social work theories and knowledge as a departure point from which to explore interdisciplinary theorization of concepts core to the profession.

SOCW 544 Global Citizenship and Civil Society; from 'Tourist' to 'Vagabond'

Units: 1.5

Taking the perspective of 'citizenship as participation', explores the lived realities of global citizenship as it is configured on the basis of geography, class, race, gender, and other identity locations. It will explore the role of social work and welfare states using the lens of citizenship. The course will also examine the role of civil society globally, as instances of citizenry participation against global injustices. Students will develop an understanding of the role that they can play as global citizens and in the field of international social work.

SOCW 545 Networks and Communities

Units: 1.5

Social work practice within communities and social networks. Definitions of community are explored as experienced and conceptualized from various locations. Critical historical and theoretical analysis and ethical dilemmas posed by various approaches to community work are examined. Students have the opportunity to develop theoretical and practical understandings of anti-oppressive, anti-racist and anti-colonial community practice as experiences within their own communities.

SOCW 546 Collaborative Conversations

Units: 1.5

Focuses on the development and furthering of social work practice skills that facilitate collaborative engagement with individuals, groups and communities. Students will examine critical theories, social justice frameworks and practice ideas that are difference centered. Emphasis is placed on becoming more effective, participatory and collaborative with clients, social service agencies, grassroots organizations and civil society.

SOCW 547 A Critical History of Social Work: The Making of Citizenship and Nation

1.5 units

As agents of social investigation, from ³friendly² visitors to advocates of social justice, the profession of social work has a long and complex history of participation in the making of citizenship and nation. This course will critically examine the constitution of the profession at different historical and contextual moments in order to understand its varying roles in regulating the boundaries between national subjects and ³others². Students will engage in critical / reflective study of social work responses to so-called ³problem populations² in the context of changing political, social, economic, and moral climates that have shaped social work theories/practice over time.

SOCW 548 Community Research Methods

Units: 1.5

Introduces community research methods; including collaborative, community-based and action research. The course emphasises methodological questions and techniques, both qualitative and quantitative, that are relevant to community based social work practice and research.

SOCW 549 Research Foundations

1.5 units

This course reviews foundational concepts and strategies of social work research with a focus on the comprehension, critique and utilization of research in social work practice settings. Students critically reflect on examples of research and examine how power shapes knowledge. Research approaches for conducting ethical, emancipatory and socially just research are examined.

SOCW 550 Social Justice, Social Work and the Law

Units: 1.5

Provides theories and multiple critical perspectives on law, the legal system and the legal processes that impact on professional practice. Students will critically examine and self reflect on the interplay between marginalization, structural inequalities and law.

SOCW 551 Indigenous Communities: Practice and Policy

Units: 1.5

Critically examine the historical processes of colonization in Canada and resulting barriers embedded in past and current policy and practices that affect Indigenous peoples. Students will deconstruct colonization, race, class and capitalism as embedded in social welfare. Students will have had an opportunity to examine their self location, ideas, values and beliefs about working with Indigenous peoples and develop a practice framework, based on social justice, for working with Indigenous communities.

SOCW 560 Communities, Politics and Social Change

Units: 1.5

Engages students in drawing out the possibilities for social change in multiple settings. It draws upon student interests and experiences in exploring the implications raised by the critical analysis of knowledge, issues, organizations, and policies developed in other courses. This course is open to students enrolled in the graduate programs offered by SPP and by the Schools of Social Work, Nursing, and Child and Youth Care who have completed SPP 510 or SOCW 510 and one other SPP or SOCW required course.

SOCW 571 MSW Capstone

Units: 1.5

A culminating educational experience to consolidate learning and demonstrate preparation for advanced social work practice. Students will integrate, articulate, and evaluate learning from the courses and practica in the MSW program within the context of their other professional activities and prior academic experiences.

Pre/Co-requisites. Students are expected to have completed all required coursework. Normally, SOCW 571 should be taken concurrently with SOCW 506 / SOCW 506A to enhance reciprocal learning in class and in field.

SOCW 580 Special Topics in Social Work and Social Welfare

Units: 1.5 or 3.0

A variable content course that will deal with special issues in social welfare and approaches to social work practice. May be taken more than once for credit with different course content.

Note: Offered as resources permit.

SOCW 590 Directed Studies

Units: 1.5 or 3.0

Individual studies under the direct supervision of a social work faculty member. The content, credit value, and method of evaluation must be approved by the instructor and the Graduate Adviser prior to registration.

Note: May be taken more than once for credit with different course content. Pro Forma required. Offered as resources permit.

SOCW 596 Team Graduating Research Project/Report

Units: 3.0

Students working under social work faculty supervision complete a research project. This can include undertaking a research project for a social agency. Maximum size of team is three students.

Prerequisites: Students must have completed 6 units of coursework, including 516, before registering.

Grading: INP, COM, N or F

SOCW 598 Individual Graduating Research Project/Report

Units: 3.0

Students working under social work faculty supervision complete a research project. This can include undertaking a research project for a social agency.

Prerequisites: Students must have completed 6 units of coursework, including 516, before registering.

Grading: INP, COM, N or F

SOCW 599 Thesis

Units: 6.0

The thesis will entail specialized research on a topic area chosen in consultation with the student's supervisory committee.

Prerequisites: Normally, a student is expected to have completed all course work prior to registration. After 16 months of course work, the student is required to have an approved proposal on file to maintain registration in 599.

Grading: INP, COM, N or F

PRACTICUM INFORMATION FOR MSW ADVANCED, MSWI & NON-BSW ENTRY MSW PROGRAMS

Field Education: MSW Advanced

If you hold a Bachelor of Social Work or have complete the Foundation Year of our program and wish to complete a practicum as part of the course based MSW option then you are required to complete SOCW 506 as part of your 15 unit Advanced Year. SOCW 506 is a 4.5 unit – 450 hour practicum started after your pre-requisites and required units are complete. Please review the course planning information for further information on pre-requisites and requirements for practicum entry.

The purpose of practicum is to give you an opportunity to build on existing knowledge and practice skills under the supervision of an experienced social worker. Advanced level practica take place with supervisors who demonstrate a commitment to social justice, anti-racist and anti-oppressive social work practice. You will be expected to demonstrate your ability to draw theory from practice during this placement linking your learning to the Capstone course (SOCW 571).

In order to provide continuity of experience for students, agency personnel and service users we require students to be available for a minimum of 14 hours per week during the regular working hours of the potential supervisor. However, preference is given to students who are available for full-time day time hours. Availability of practicum placements differs depending on your area, access to qualified supervisors and time of year.

Documents & Forms for Practicum

<http://www.uvic.ca/hsd/socialwork/current/msw/msw/mswpractice/index.php>

Contact Information

Nancy Pike, MSW field education coordinator

Email: npike@uvic.ca

Phone: 250-721-8039

Field Education: MSW Indigenous Specialization

Students in the MSW Indigenous specialization program have the option of completing a 6.0 unit thesis (SOCW 599) or a course-based completion option which includes a 4.5 unit practicum (SOCW 506A), an extra 1.5 unit elective and the 1.5 unit MSW Capstone course. The practicum component of the MSW Indigenous specialization program (SOCW 506A) is an opportunity for students to build on the existing knowledge and practice in the area of policy in the human services. SOCW 506A provides advanced level learning opportunities in settings, which reflect the program's commitment to social justice, anti-racist and anti-oppressive social work practices.

Students must have the necessary co- or pre-requisites in place prior to commencing their practicum. Students complete a total of 450 hours in a faculty-approved placement. SOCW 506A is not necessarily available in all terms so please check the calendar for the schedule. In order to provide continuity of experience for students, agency personnel and service users, we require students be in a placement 2-5 days per week.

<http://www.uvic.ca/hsd/socialwork/current/msw/mswi/mswipractice/index.php>

Contact Information

Cheryl Aro, Indigenous field education coordinator

Email: fnpracti@uvic.ca

Phone: 250-721-8040

Field Education: MSW Foundation

If you do not hold a BSW you will enter the MSW program in the Foundation Year (Non BSW MSW program). You are required to complete SOCW 540 (4.5 unit field practicum- 450 hours) as part of your 15 credits before proceeding to the Advanced Year. Please review the course planning information for further information on pre-requisites and requirements for practicum entry.

The purpose of practicum is to give you an opportunity to build on existing knowledge and practice skills under the supervision of an experienced social worker. Foundation level practica take place with supervisors who demonstrate a commitment to social justice, anti-racist and anti-oppressive social work practice.

In order to provide continuity of experience for students, agency personnel and service users we require students to be available for a minimum of 14 hours per week during the regular working hours of the potential supervisor. However, preference is given to students who are available for full-time day time hours. Availability of practicum placements differs depending on your area, access to qualified supervisors and time of year.

Documents & Forms for Practicum

<http://www.uvic.ca/hsd/socialwork/current/msw/nbswmsw/nbswmswpractice/index.php>

Contact Information

Nancy Pike, MSW field education coordinator

Email: npike@uvic.ca

Phone: 250-721-8039

Cheryl Aro, Indigenous field education coordinator

Email: fnpracti@uvic.ca

Phone: 250-721-8040

All new students attend the Practicum Orientation that takes place during the General Graduate Orientation. Application packages will be provided.



One semester prior to anticipated start date: Student must submit their Application to MSW or MSWI Field Education Coordinator and request an appointment (by phone or in person) to discuss practicum.



MSW or MSWI Field Education Coordinator meets with students to discuss learning goals, potential placements and next steps.



Students will provide cover letters and resumes to agencies as needed. Students will also be available for interviews with agencies. These may be requested directly by the agencies or by the Field Education Coordinator.



The Field Education Coordinator must approve all agencies for placement.



Prior to the commencement of placement, the Field Education Coordinator must approve a draft contract signed by the Student and the Supervisor.

THESIS OPTION

Deciding whether to complete the degree through a Thesis or through Course-based (and Practicum) is an important decision. Which route will work best for you needs to be worked out in the context of your research and practicum interests. The best way to do this is through discussion with the Graduate Advisor or with faculty members who will assist you with academic advising. These discussions are best held after your admission and preferably within the first term of your program.

THESIS: SOCW 599

A thesis typically consists of a description of your research interest, a comprehensive literature review, methodology, conceptual framework, data collection and analysis, findings, limitations of study as well as implications of your study for policy, practice and/or theoretical considerations. It may end with a discussion on the future directions of your research as well as yourself as a researcher and conclusion. Copies of some completed theses are kept in the Social Work main office and can be viewed during office hours; they are also available at McPherson Library. Digital submission is required through D-Space. For more information on how to submit the final PDF of your electronic thesis <http://library.uvic.ca/dig/uvthesis/index.html>

The thesis is an opportunity for you to demonstrate your initiative and your ability to contribute to knowledge while working under supervision. The thesis committee typically consists of your academic supervisor and one other academic committee member (see below for more information). Your thesis research should make an original contribution to your field of study. Your academic supervisor and supervisory committee will assist you in this process (and evaluate your thesis work), however responsibility for carrying out the research and the overall quality of the thesis lies with you. Your supervisor will work with you to develop a realistic plan that takes into account Faculty and University rules and timelines, as well as your own personal resources, constraints and responsibilities.

A thesis must be the result of an individual endeavour and is approximately one hundred pages in length.

SUPERVISORY COMMITTEES

Students in all doctoral programs and students in thesis masters will have a supervisory committee nominated by the academic unit and approved by the Dean of Graduate Studies. The academic supervisor will facilitate all activities of the supervisory committee. All members of a supervisory committee must be on the Faculty of Graduate Studies membership list or be specifically approved by the Dean. A faculty member who wishes to be appointed as a co-supervisor for a student who is in a program outside of the faculty member's academic unit must be approved for the Faculty of Graduate Studies' Membership list as an Associate Member in the student's home academic unit. Note that when this is the case, normally the Associate Member would be ineligible to serve as a non-unit examining member, and would normally be ineligible to serve as an external

examiner for the Associate Member's home academic unit and for the unit for in which the person is an Associate Member.

The duties of the committee include: recommending a program of study chosen in conformity with the Faculty of Graduate Studies and academic unit's regulations; supervision of the project, thesis or dissertation; participation in a final oral examination when the program prescribes such an examination. The committee may conduct other examinations, and will recommend to the Faculty of Graduate Studies whether or not a degree be awarded to a candidate. See the document "Responsibilities in the Supervisory Relationship" on the Faculty of Graduate Studies website for more information.

Master's Degrees With Theses in Regular Master's Degrees Programs

All members of the Master's supervisory committee must be on the Faculty of Graduate Studies membership list or be specifically approved by the Dean of Graduate Studies.

The supervisory committee must have at least two members:

- Member #1: The supervisor - must be from the home academic unit;
- Member #2: Normally from within the home academic unit; may be a co-supervisor or a committee member.

COURSE-BASED OPTION

As of May 1st, 2013 students have the option of completing their MSW Advanced, MSW Indigenous Specialization and non-BSW entry MSW programs by undertaking a course-based completion option (the other option is thesis).

The course-based completion option requires the student to take extra courses within their graduate program – including the MSW Capstone course (SOCW 571 and an MSW Advanced Practicum (506/506A). Please refer to the information provided previously within all three MSW program streams with respect to the specifics for the course requirements for the course-base completion option.

The MSW Capstone course (SOCW 571) is designed for students to take at the end of their respective programs (students are expected to have completed all required coursework). Normally, SOCW 571 is taken concurrently with SOCW 506/506A to enhance reciprocal learning in class and in the field.

The MSW Capstone is designed to be a culminating educational experience to consolidate learning and demonstrate preparation for advanced social work practice. Students will integrate, articulate, and evaluate learning from the courses and practica in the MSW program within the context of their other professional activities and prior academic experiences.

UNIVERSITY REGULATIONS AND PROCEDURES

Link to the University of Victoria, Faculty of Graduate Studies 2012-2013 calendar:
<http://web.uvic.ca/calendar2012/GRAD/index.html>

WHAT IS THE DIFFERENCE? GRADUATE ADMISSIONS & RECORDS (GARO) VS. THE FACULTY OF GRADUATE STUDIES (FGS)

Graduate Admissions & Records (GARO) covers the *Administrative* support to you the student as well as the School of Social Work. This support begins at the time of application to the University through your program in the form of grading, registration right on to convocation.

The Faculty of Graduate Studies (FGS) covers the *Academic* portion of your program. Any appeals, challenges or issues that you may come across within your MSW program will go through this office and the outcome would be determined by the Dean or Associate Dean of Grad Studies. Most of these challenges would be supported by the SOCW department in the form of a Memo from the Graduate Advisor or your MSW Supervisor. The FGS also handles Oral thesis paperwork for the completion of your program.

ADDITIONAL INFORMATION – GRADUATE ADMISSIONS AND RECORDS & FACULTY OF GRADUATE STUDIES WANTS YOU TO KNOW

REGISTRATION

Full vs. Part time Status - Any student who is registered for a single term in Winter Session (September to December OR January to April) OR Summer Session (May to August) is defined as full-time if:

- enrolled in courses totaling a minimum of 3 units, or
- enrolled in a dissertation (699), thesis (599), project (598 and some 596)

A part-time student is defined as any student who does not fall into any of the above categories.

Continuous Registration - All students admitted to the Faculty of Graduate Studies must either register for credit in every term from the time of admission until the requirements of the degree have been met, or register for a temporarily withdrawn status, or formally

withdraw in accordance with the regulations below. Registration instructions will be sent to all students who are authorized to register.

Students who do not:

- register for credit
- register for temporarily withdrawn status, or
- formally withdraw from their program

are considered to have abandoned their program. That program will be terminated and they will be withdrawn from the university. The notation “Withdrawn Without Permission” will be entered on the transcript.

How to Register – Graduate Admissions and Records has put together a tutorial on ‘how to register’ using the UVic System. They recommend all students read through the information before their registration date. Students are required to do their own registration.

<http://www.uvic.ca/graduatestudies/admissions/registration/index.php>

FEE STRUCTURE

Cost of a Masters degree - The minimum regular program fee for a master's degree is 5.0 fee instalments which can consist of a combination of regular full and regular half fee instalments totaling 5.0 full regular fee instalments. One (1.0) additional regular fee instalment will be assessed if a student remains registered after having paid 5.0 regular full fee instalments (for a total of 6.0). Link to the University of Victoria’s Graduate Studies Calendar for Tuition Regulations

<http://registrar.uvic.ca/grad/continuing/fees/tuitionandfees.html#Tuition>

TIME LIMIT FOR MASTER’S DEGREES

Normally, a student proceeding toward a master's degree will be required to complete all the requirements for the degree within five years (sixty consecutive months) from the date of the first registration in the master's degree. In no case will a degree be awarded in less than twelve consecutive months from the time of first registration.

Students who fail to obtain permission for an extension prior to the time limit expiry date, will be considered to have abandoned their graduate program. Students who wish to have their abandoned program reactivated may have a letter of recommendation forwarded from the department or school to the Office of the Dean, Faculty of Graduate Studies. If approval is given, a reinstatement fee must be paid to the Graduate Admissions and Records Office.

APPLICATION FOR GRADUATION

Graduate Students need to apply for Graduation for the term they plan on completing their program in. If a student goes beyond the term they have selected, they will be required to fill out the application for graduation for the next term as well as pay the graduation fee again. The application for Graduation can be found online:

<http://www.uvic.ca/graduatestudies/home/home/informationfor/preparingtograduate/index.php>

FINANCIAL SUPPORT FOR GRADUATE STUDENTS

All new applicants are evaluated for the University Fellowship. The minimum standard required for consideration is a first-class standing (A-). Grade calculations and equivalencies are determined by the Graduate Admissions and Records Office. The process is competitive and meeting the minimum standard for consideration does not guarantee that you will be successful in the competition.

- *The Faculty of Graduate Studies* - A number of awards, scholarships and bursaries are available to full-time students. The Faculty of Graduate Studies provides a list of available awards and necessary applications online at <http://web.uvic.ca/gradstudies/students/fees.php> or through their office in the University Centre.
- *Student Awards & Financial Aid Office* - Information on bursaries and scholarships can be found at the UVic Student Awards & Financial Aid Office, located in the University Centre, or through their website at <http://registrar.uvic.ca/safa/>. In addition, the provincial, territorial and federal governments each offer student loans to full-time candidates who meet the requirements.
- Students are encouraged to apply to postings that are advertised on the School's listserv, where additional opportunities may be provided.
- Accounting Services and Tuition - 250 721-7032 or tuition@uvic.ca
- *Band Funding* - If you are receiving financial support from your Band, please contact Accounting for information on steps and procedures.

Manager of Financial Accounting: Janet Dixon 250 721-7026
or janetdix@uvic.ca.

