

2025 BASW Program Application

We encourage you to attend a BASW Admission Zoom Information Session before completing this application. See the BASW Information Session page on the BASW website: <https://www.csusb.edu/social-work/basw/apply-basw-program/basw-information-session> or call 909-537-3155 for dates, times, and locations.

Once admitted to the program, courses in the major are taken sequentially over two years. Social work courses at the San Bernardino campus are held Mondays/Wednesdays in the evenings from 4:00pm – 9:45pm. Social work courses at the Palm Desert campus are held Tuesdays/Thursdays in the evenings from 4:00pm – 9:45pm. A practicum (internship) placement of two days per week (**daytime hours**) is required in the senior year. Students must also meet all CSUSB graduation requirements.

Interested students should submit a complete application packet via email to **basw@csusb.edu** before January 31st, 2026. Applications submitted after the deadline will only be considered if spots are still available. Application will be reviewed as they are received, and applications will be notified of admission decisions in Spring 2026.

If you have any questions about the application process after attending an information session and reviewing the website, please contact Victoria Sanchez at The School of Social Work website is: <http://socialwork.csusb.edu>.

1. Reference Letter

You will be required to submit one letter of reference using the link provided. References should be employers or instructors able to judge your potential for social work practice. Please send your reference this link to complete the online reference form and follow up to ensure your reference is submitted by January 31:

https://csusb.az1.qualtrics.com/jfe/form/SV_07yqejUE2HFpEcm

2. Transcripts

Current CSUSB students: will need to provide a copy of your PAWS report along with your completed BASW Application.

Transfer students: should submit unofficial transcripts from each college or university attended along with your completed BASW Application.

***All documents including a completed BASW Application, professional statement, and copy of transcripts will be sent to: basw@csusb.edu**

Please refer to the Fall 2026 BASW Application below:

CSUSB BASW Student Application Form

The CSUSB BASW program is offered at the San Bernardino Campus and at the Palm Desert Campus. Students are expected to complete all their social work courses, over both years, at the campus in which they enroll.

Which campus do you prefer?

_____ **San Bernardino Campus**

_____ **Palm Desert Campus**

_____ **No Preference**

If you are not offered a seat at your preferred campus, do you wish to be considered for the other campus?

_____ **Yes**

_____ **No**

Name: _____ Coyote Student ID: _____

Mailing Address: _____ City: _____ State: _____

Zip Code: _____ Primary Phone Number: (____) _____

Email Address (Coyote email for CSUSB students): _____

Which languages, other than English, do you speak? _____

2) Work and Volunteer Experience

Please list employment and volunteer experience (including student, part-time work, and military service) from the past five years. List your latest experience first. Attach additional pages if more space is needed. The school may contact agencies listed. Employment and volunteer experience is highly preferred but not necessarily required for admission.

EMPLOYMENT EXPERIENCE ONLY:

Dates From - To	Hrs. per week:	Agency name and location:	Position held:
Name of Supervisor:			Phone #:
Briefly describe your duties:			
Dates From - To	Hrs. per week:	Agency name and location:	Position held:
Name of Supervisor:			Phone #:
Briefly describe your duties:			
Dates From - To	Hrs. per week:	Agency name and location:	Position held:
Name of Supervisor:			Phone #:
Briefly describe your duties:			

VOLUNTEER EXPERIENCE ONLY:		
Agency name and location:	Position held:	
Name of Supervisor:		Phone #:
Briefly describe your duties:		
Agency name and location:	Position held:	
Name of Supervisor:		Phone #:
Briefly describe your duties:		
Agency name and location:	Position held:	
Name of Supervisor:		Phone #:
Briefly describe your duties:		

Professional Statement of Educational and Career Goals

Please follow a question-and-answer format to respond and address the following topics for your professional statement. This portion of the application will be used to assess your written communication skills and to evaluate your knowledge of your career choice and your commitment to the social work profession. Please address, answer, and provide examples for **all** items below in four pages or less, doubled spaced.

- 1) Describe the experiences and/or relationships which have motivated you to pursue a career in social work.
- 2) Explain your understanding of the social work profession's values as listed in the National Association of Social Workers (NASW) Code of Ethics. In what ways do these values align with your own?
- 3) Discuss your understanding of the responsibilities of social workers.
- 4) Describe your experiences with diverse people and communities, as well as what you have learned from these experiences.
- 5) Discuss the arrangements you have or will make to ensure your success in the BASW program, including managing time, finances, course loads, personal limitations, as well as managing two weekdays in practicum placement throughout senior year.

*** Please attach your Professional Statement along with your complete BASW Application.**

Practicum Placement Acknowledgement

The School of Social Work strives to provide access to educational opportunities to those seeking the professional values, knowledge and practice skills of social work and welcomes students from diverse backgrounds. Please review the following information and initial below to indicate that you have read and understand the requirements of practicum placement in the BASW program and potential challenges to obtaining a placement.

The BASW program requires a practicum placement of two eight-hour days per week (480 hours total) in the final year of the program. To successfully secure a placement and complete the required practicum hours, you need to be aware of the following information:

1. Students must be available for practicum placement during agency business hours, which are generally Mondays-Fridays, from 8:00am-5:30pm. Students at the Palm Desert campus will be in practicum on Mondays and Wednesdays from 8:00am –5:30pm. Students at the San Bernardino campus will be out in practicum on Tuesdays and Thursdays from 8:00am – 5:30pm. In addition, students will need to be in a practicum seminar held one time per month on Fridays from 8:00am –10:00am. Students will not be placed in practicum for weekend/evening hours only. (Please initial).
2. Almost all practicum placement agencies will require a security clearance evaluation and/ or criminal background check, which may include Live Scan fingerprinting, random drug screens, physical examinations, TB tests, and immunization verification. These evaluations will likely require a valid Social Security Number and/ or valid California Driver's License to complete. Although there are low-cost clinic options, costs for the clearance process may cost as much as \$300 to you. Students are advised to disclose *any* criminal background, even expunged charges, as they may appear in a background check. Agencies may also require random drug screenings at any time during the academic year for continued practicum eligibility. (Please initial).

By initialing this form, you are verifying that you have read this information and understand the time requirements of practicum and that having a criminal record, not being able to complete required security clearance due to lack of documentation of immigration status, or not passing a drug or communicable disease screening may make you ineligible for or significantly delay practicum placement. This could prevent you from completing the practicum placement, thus precluding you from completing the BASW program. Note: These issues may also affect your ability to obtain employment in the social work profession.

We recommend that applicants with any background issues reach out to Victoria Sanchez (Victoria.Sanchez@csusb.edu) to be connected with a practicum coordinator to who can review and advise on the applicant's specific circumstances.