

STANDARDS FOR DETERMINING ELIGIBILITY FOR ADMISSION TO

THE ASSOCIATION AS ADOPTED AT THE ANNUAL MEETING HELD

DECEMBER 29, 1928

I. ORGANIZATION:

A. A school to be eligible for admission to the Association must maintain the following specific organization, whether as an educational unit it be separate from, affiliated with, or constitute a part of a larger educational institution:

1. An organic grouping of relevant courses of instruction into a special curriculum for the stated purpose of professional education for social work.
2. An administrator or director chosen or appointed as the executive head of the School, who is empowered, in co-operating with the faculty of the School, to exercise control over admission requirements, curriculum, credit basis for class-room and field work, and admission requirements to courses of instruction.
3. A faculty composed of full time and part time instructors with an equivalent to two people giving full time to the work of the school.

Instruction in Division I of the curriculum, "Fundamental Techniques," and Division III, "Practices of Social Work," must be given by persons who have had valid and authoritative experience in social work. Instruction in courses in Division II and IV shall be given by persons equally qualified in their respective fields.

4. The School must have an annual budget of not less than \$10,000 exclusive of expenditures for scholarships or administrative expenses.
5. The School must have a satisfactory assurance, in writing, of continued maintenance from a responsible institution or from responsible persons covering a period of not less than three years following the date of admission.

II. ADMISSION REQUIREMENTS FOR STUDENTS:

At least 90 per cent of students accepted for subjects in the professional curriculum for which credit is given toward a degree or a diploma, must have secured two years of academic credit beyond high school. Normal schools and schools of nursing may be considered in this connection.

### III. CURRICULUM:

#### A. Courses

The School must provide a curriculum covering two full academic years.

The courses offered in the curriculum of the School must include the following four divisions of the subject matter of social work:

1. Fundamental Techniques
2. Adaptation of scientific material to the needs of social work
3. Courses in the practice of social work
4. Orientation Courses

As appropriate subjects under these divisions we outline the following:

1. Fundamental Techniques.- Social case work, community organization, social research; group work.
2. Adaptations.- Immigration; criminology; medicine; mental hygiene; labor problems; statistics; genetics, demography, etc.
3. Courses in the Practice of Social Work.- Family welfare, child placing; hospital social work; psychiatric social work; personnel administration; public welfare administration; social research; visiting teaching; probation; recreation; the work of settlements and neighborhood centers; the field of chests and councils; institution management; administration.
4. General Courses.- History of social work, social philosophy; professional ethics, etc.

To be eligible for admission a school must present a well balanced curriculum with courses widely distributed among these four groups.

#### B. Field Work

1. The school to be eligible for admission must present a program of field work under the educational control of the school.
2. Field work is planned and supervised experience in the practice of social work as social work is carried on by recognized social agencies.
3. Not less than one-third or more than one-half of the time provided by the curriculum shall be given to field work.

IV. APPLICATION FOR ADMISSION TO THE ASSOCIATION:

- A. Application for admission may be made at any time, but a period of at least six months must be allowed for consideration of the application. Applications, therefore, must be made before July first, to be considered by the Association at the December meeting. Applications should be made on forms prepared for this purpose and should contain the data submitted by the Director of the School.
- B. No application shall be considered from a School until it has been in existence for at least two academic years.