

MSW APPLICANT CHECK LIST

NAME: _____ EMAIL: _____

STEP 1: Complete the online Dalhousie University graduate application form and submit fee per instructions.
(Available on the Registrar's office or Faculty of Graduate Studies admission website)

***When completing the Program Selection/Field of Study on Graduate Application, please note:**

- **BSW entry:** Program- Masters, Department-Social Work, Subject – SLWK (Campus) or SLWN (distance)
- **Non BSW entry:** Program- Masters, Department-Social Work, Subject – STWK (Campus), FT only

STEP 2: Mail the following supporting documents to:

**MSW Program, School of Social Work, Dalhousie University,
1459 Le Marchant Street, Suite 3201 PO Box 15000
Halifax NS B3H 4R2 Canada**

- **Applicant Check List**
- **Signed Statement of Scholarly Interest with Cover sheet**
- **Work and Volunteer Summary Forms**
- **Resume**
- **References** – emailed and faxed references are not considered official and therefore cannot be accepted. If referees need to email these forms you need to provide information for Dalhousie University E-ref Electronic Reference System when completing the online graduate application form, this should be done at least two weeks before the deadline to ensure references are received on time. Paper reference forms in envelopes sealed by the referee is also an option. It can be included in your package or mailed to the School of Social Work if the e-reference system is not applicable
- **Official University Transcripts** (must be in envelopes sealed by the university, can be mailed directly from the university or included with your package) **We require official transcripts at the time of application, this overrides information on the general graduate admissions page** * high school transcripts are not required

It is the applicant's responsibility to ensure that official transcripts and mailed references are received post marked by the School of Social Work as of November 15th. Please use paperclips instead of staples.

Please indicate your previous name on transcripts, if different from your current name: _____

List University transcripts being sent (official college transcripts should be sent for your file but it is not used in the MSW admission process):

1. _____ 2. _____
3. _____ 4. _____

**Check the box if you are a Dalhousie University student past or present.
Official Dalhousie University transcripts do NOT need to be ordered and sent to the School of Social Work.**

Referee Name

Institution

1. _____

2. _____

***Steps must be completed by the November 15th deadline for a complete application**