

THE UNIVERSITY OF MICHIGAN
School of Social Work

TRANSFER CREDIT

Students who entered the MSW program prior to Fall 2000 should disregard the following guidelines and consult the appropriate Student Guide for the academic year in which they entered the program (this form is acceptable for both continuing and incoming Social Work students to use to have their credits transferred).

Students who have completed some approved graduate education related to social work, in another institution or another unit of the University of Michigan, with a grade of B or better may be allowed to transfer this credit providing: 1) the maximum amount of transfer credit is 30 hours; 2) the student earns a minimum of 30 hours of credit in the University of Michigan School of Social Work; 3) at least 8-credit hours of Advanced Field Instruction must be completed at the University of Michigan; 4) no more than 8-credit hours of field instruction may be transferred toward the MSW degree, 3-credit hours of which will be Foundation Field Instruction; 5) transfer credits must not have been used toward another degree unless the student pursues a dual degree, and the credits were earned within six (6) years of the expected MSW graduation day.

Transfer credit will not be granted until the student has satisfactorily completed one full-time term of work. Grades earned in graduate courses for which transfer credit is granted are not included in grade point averages.

The specific number of hours that may be transferred is subject to the following guidelines. Graduate credit in cognate areas for courses taken in another unit of the University of Michigan may be transferred toward the degree of Master in Social Work, providing the content of such courses applies in a substantive way to the student's program of study. Graduate credit for social work courses taken in another credited graduate social work school may be recommended for transfer of credits for up to 30 hours. No more than 9-hours of credit may be transferred after enrollment in the University of Michigan. All other course work must be completed prior to enrollment in the University of Michigan School of Social Work. Graduate credit in cognate areas for courses taken in another graduate program in an accredited institution may also be transferred providing the content of such courses applies in a substantive way to the student's program of study and the courses are taken prior to enrollment in the University of Michigan School of Social Work. The student's total credit hours, including the transfer credit, must meet the distribution requirements for the professional foundation areas (i.e., Methods, Human Behavior in the Social Environment, Social Welfare Policies and Services, Research, and Field Instruction). For students with no exemptions, the maximum number of such cognate credit hours that may be recommended for transfer is 9 credit hours. For students with exemptions, additional credit hours may be recommended for transfer, not to exceed a maximum of 16 credit hours.

Transfer of Field Instruction Credits

Foundation Field Instruction credits transferred to the University of Michigan cannot exceed the credits earned at another institution for foundation field instruction. The maximum credits transferred for foundation field instruction cannot exceed 3-credit hours.

If a student has earned more than 3-credit hours for Foundation Field Instruction, the remaining credits may be eligible for transfer to the University of Michigan as elective credit. No credit may be awarded toward Advanced Field Instruction regardless of the number of clock hours if the transferred credit is identified as Foundation Field Instruction.

Field instruction credits transferred to the University of Michigan as Advanced Field Instruction from another institution must be designated as Advanced Field Instruction by the other institution. A student may transfer up to 4-credits of advanced field instruction and 3-credits of foundation field instruction.

All students must complete a minimum of 8-credits of Advanced Field Instruction at the University of Michigan.

Students should request that transcripts of credit be sent to the School at the time of admission or when acquired. Students should make arrangements through their faculty advisors for a request to grant such credit be made to the School's Registrar (see reverse side of this document).