



Application Instructions for the Ph.D. Program in Social Work

The following information is provided to help you properly complete the application for admission. For additional forms or information, please visit our website at <http://gwbweb.wustl.edu> or phone (314) 935-6605.

Enrollment: We only admit new Ph.D. students in the Fall (classes usually begin in August).

Deadline: All material must be received by the first business day of January for the next Fall term.

Qualifications: Anyone holding a master's degree in social work or a related social science discipline from an accredited institution (or its international equivalent) may apply to our program. A commitment to a research career is expected.

Application Forms: We will supply you with paper forms, or you may download them from our website yourself. Ideally, you should print out the completed forms and mail them to us with the other documents mentioned in this brochure. However, we will also accept documents sent in separate envelopes at another time or from different sources. Extraneous documents will be filed alphabetically in our office until your primary application form is received. All application material is kept on file for three years.

Application Fee: A fee of \$35 is required of all applicants and re-applicants. Checks or money orders should be made payable to "The Graduate School of Arts and Sciences."

Letters of Reference: Three letters of reference are required. Applicants are advised to select referees who can attest to their scholarly interests and intellectual capacity. Letters may be enclosed with your application in envelopes sealed by their authors, or sent directly to the Ph.D. Program Office. Letters faxed to (314) 935-8511 or e-mailed to phdsw@wustl.edu should be followed by a signed hard copy mailed to our office. Forms are provided for this purpose, and may also be printed out from our website.

Transcripts: Records of all undergraduate and graduate coursework (submitted in English) are required. Official copies may be submitted in sealed envelopes with your

Application Checklist

*Avoid delays in the processing of your application!
Make sure you've completed all the necessary items, or requested them from external sources.*

- PhD. application form
- Statement of purpose
- Summary of research or professional experience (essay style or resume).
- Writing sample
- \$35 Fee (payable to the Graduate School of Arts and Sciences)
- GRE Scores (Institution #6929, Dept #5001)
- Three letters of reference
- Graduate & undergraduate transcripts.

Send to:

Ph.D. Program
George Warren Brown School of Social Work
Washington University
Campus Box 1196
St. Louis, MO 63130-4899

other application materials, or may be mailed directly to the Ph.D. Office by the registrar of the institution you attended.

Graduate Record Examination (GRE): The GRE is required of all applicants without exception, regardless of the number or types of prior degrees you may have earned or previous tests you may have taken. Scores are valid for five years. There is no minimum score required for admission, although most recently admitted students have submitted scores meeting or exceeding results of 500 to 600 points in the verbal, quantitative and pre-2002 analytical sections (or 5.0 and above in the new written analytical test.) These are examples only. Other criteria apply in final admission decisions. Washington University's institution code is 6929; the social work department code is 5001.

Statement of Purpose: Explain why you wish to obtain a doctorate in Social Work. Describe your interests and objectives and how you hope to achieve them. (See application form for more guidelines.)

Summary of Research and Professional Experience: Provide a resume or a typed summary of experiences that have or will help you in your work and studies. (See application form for guidelines.)

Writing Sample: A sample of written work must be submitted with your application. It must be a single authored work in English. Reviewers evaluate the work for evidence of the applicants' ability to conceptualize issues relevant to social work and to write clearly. The written work may be a course paper from prior graduate studies, a published or unpublished manuscript, or any other product that will enable the appropriate assessment of writing ability.

About Financial Aid

With the exception of the *Chancellor's Graduate Fellowship Program* and the *Olin Fellowship for Women*,* there are no financial aid application forms per se. All newly admitted Ph.D. students are automatically considered for full-tuition scholarships and stipend support of at least three years duration.

Applicants for the NIMH predoctoral training fellowships in Mental Health Services Research and/or the STAR fellowship in Addictions Research, should check the appropriate section(s) on the back of the main application form and include a detailed resume listing not only all social work experience, but also that which may have a bearing on mental health or addictions research. Include all degree programs, licensure, non-degree training and employment, academic and professional honors and memberships, and publications (full citation), if any.

* For information on the *Chancellor's Graduate Fellowship Program*, or the *Olin Fellowship for Women*, contact the Graduate School of Arts and Sciences at Washington University at (314) 936-6880 or e-mail: GraduateSchool@artsci.wustl.edu