CONTACT YOUR ADMISSIONS COUNSELOR

**Based on the First Letter of Last Name**

A-K  Ms. Natalie Flowers  nflowers@ssw.umaryland.edu
L-Z  Ms. Shannon DeGross  sdegross@ssw.umaryland.edu

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1. **CREATE AN ACCOUNT**
   
   Visit www.ssw.umaryland.edu/msw-program/apply
   
   • Click "Go to Application"
   
   • Select "CREATE AN ACCOUNT"
   
   • Enter First and Last Name, Email, and Phone, etc.
   
   • Create Username and Password

2. **COMPLETE ALL REQUIRED FIELDS**
   
   • Enter Correct Application Type, Term
     (only 1 application per cycle)
   
   • Enter ALL Personal Demographic Information and Address

3. **VERIFY AND SUBMIT APPLICATION**
   
   • Complete All Application Sections
   
   • Certify Application and Click 'Submit' Button
   
   • Pay $65 Application Fee (or Submit Fee Waiver)
   
   • Go to "My Account" & click "View" to complete Supplemental Items

4. **BEGIN SUPPLEMENTAL ITEMS**
   
   • Enter Information for Recommenders
   
   • Please Ensure Information is Accurate
   
   • Advanced Standing (AS) Applicants Must Enter BSW Chairperson
   
   • AS Applicants Must Enter Field/Work Supervisor

5. **UPLOAD A CURRENT RESUME AND ANSWER ESSAY QUESTIONS**
   
   • Enter Essay Answers in Word Processor
   
   • Cut and Paste Each Essay in the appropriate Text Box
   
   • Upload a PDF or Word version of Chronological Resume

6. **COMPLETE SUPPLEMENTAL ITEMS**
   
   • Sign in to Track Application Status and Updates
   
   • Send Reminders to Recommenders
   
   • Ensure all Supplemental Items have been received before deadline

7. **REVIEW ADMISSION DECISION**
   
   • Receive email notification that a decision has been made
   
   • Sign in to View Application Decision
   
   • To accept offer, pay $300 confirmation deposit
   
   • Complete all other steps on the Accept Page
Applicants must submit a complete application for the appropriate program (Advanced Standing, Foundation, Transfer), location (Baltimore or Shady Grove), and anticipated enrollment status (full or part time) by application deadline to be considered for admission.

- December 2019 graduates are only eligible for Fall 2020.
- Undergraduates who do not complete their degree by May 31 are not eligible for Fall.
- Applicants must have completed an undergraduate degree to be eligible for Spring.
- BSW students beginning a block field placement in Spring are NOT eligible for AS in the following Fall.
- Applicants may only submit ONE application for each admission cycle (Spring/Fall of upcoming year).

<table>
<thead>
<tr>
<th>Spring 2020</th>
<th>November 1, 2019</th>
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</thead>
<tbody>
<tr>
<td>Advanced Standing</td>
<td>February 1, 2020</td>
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<tr>
<td>Foundation Fall 2020</td>
<td>March 15, 2020</td>
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</tbody>
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**WE SEEK APPLICANTS WITH:**

- A commitment to social justice
- Clear goals after you complete the MSW program
- Diverse backgrounds
- Meaningful volunteer or work experiences
- Promising academic performance
- References that reinforce your fit with social work
- Strong skills and interactions with clients and/or disenfranchised populations
- Values aligned with the Code of Ethics

**Send all mailed application materials to:**

University of Maryland
School of Social Work
Attn: Office of Admissions
525 W. Redwood Street
Baltimore, MD 21201