STUDENT ADVANCEMENT POLICY

The goal of the School is to prepare students for the professional practice of social work. The School is responsible for creating a learning environment that enables students to become effective social work practitioners. The School is also responsible for determining whether students have demonstrated the required level of achievement – classroom performance, professional behavior, and ethical behavior – sufficient to interact positively with client systems. Advancement is a means by which faculty ensure that each person graduated with a degree from The University of Kansas School of Social Welfare has adequate skills, knowledge, and judgment to assume the responsibilities of a professional social worker.

I. Advancement Requirements

Advancement of students from one semester to the next is contingent upon satisfactory progress each semester.

Students must maintain satisfactory progress towards meeting the following expectations:

1. Academic Performance
   MSW students are expected to maintain a 3.00 GPA and BSW students 2.5, and satisfactory performance in non-letter graded courses. BSWs must maintain a minimum 2.50 cumulative and 2.50 in required SW courses.

2. Professional Behavior
   • Students are expected to obtain and analyze data, synthesize information, and reach sound assessment judgments.
   • Students are expected to plan and implement effective interventions.
   • Students are expected to relate well with clients and client systems, colleagues, agency supervisors, and community systems.
   • Students are expected to demonstrate a commitment to and skill in self-evaluation of practice.
   • Students are expected to respond to evaluation, testing, and criticism with appropriate modification of behavior.

3. Ethical Conduct
   • Students are expected to demonstrate honesty and integrity in all areas of the academic program.
   • Students are expected to adhere to ethical professional standards in all interactions with clients, peers, staff, regular and contract faculty, practicum instructors, and all other members of the University community.
   • Students are expected to abide by the standards as stated in the NASW Code of Ethics and by the Student Rights and Responsibilities as found in the University Timetable.
II. Advancement Process and Procedures

Advancement is a process intended to assure that each student maintains adequate progress in gaining knowledge, skills, competencies, and behaviors required for graduation and professional practice. Students are automatically advanced and should consider themselves advanced unless they are otherwise informed.

The following steps will be taken when students do not meet the academic performance standards described above.

Academic Probation
• MSW students: GPA between 2.86 and 2.99
  School will notify student and student’s advisor in writing, indicating grades needed to bring up GPA to expected level. Student and advisor develop plan to meet grade requirements; plan must be placed in student’s file for reference.

• MSW students: GPA below 2.85
  Program Chair shall immediately notify the student and the student’s academic advisor in writing that the student has been placed on academic probation. An Academic Review Committee meeting will be scheduled to determine student’s continued status in the program – see below.

• BSW students: GPA below 2.50 cumulative and/or in required social work courses
  Student shall be notified in writing of academic probation status. Student is required to meet with academic advisor to develop plan to meet academic standard by the end of the next sequential semester (summer is not considered sequential). If by the end of the next sequential semester the GPA has not raised to meet academic standard, an Academic Review Committee will be constituted – see below.

Unsatisfactory Progress in Practicum
• Grade of U assigned in field practicum, indicating unsatisfactory progress
  Practicum instructor shall immediately notify the student and the practicum liaison. The liaison will notify the Director of Field Practicum, who will send written notice to student that an Academic Review Committee meeting will be held to review the student’s status.

Ethical Violations
• Serious Ethical Violation
  Any violation of the ethical conduct standards listed or of the NASW Code of Ethics (the professional standard) or the University Code of Conduct shall require a meeting of the Academic Review Committee.

Academic Review Committee
A student who is placed on academic probation, fails to make satisfactory progress in practicum or violates ethical standards is required to meet with the Academic Review Committee. The Committee is comprised of the Program Chair, the Director of Practicum (if appropriate) and the academic advisor. At the BSW level, social work instructors may be asked to attend as well. After meeting with the student to fully discuss details of the situation, the Academic Review Committee determines the conditions for permitting the student to continue in the program or may advise the Dean of dismissal from the program.
**Dismissal**

The Academic Review Committee may determine that it is inappropriate for the student to continue in the program. These instances include, but are not limited to, serious ethical violations or continued unsatisfactory progress that prohibit the student from meeting the School’s standards for successful graduation. Under these circumstances, the Program Chair, in consultation with the other members of the committee, may recommend to the Dean that the student be dismissed from the School. The Dean’s office notifies the student of the decision to dismiss.

In the event that a student is dismissed, the student may appeal the decision following the Grievance procedures of the School.

“The written statement of the complaint or grievance shall set forth the facts upon which the grievance is based and shall indicate the provision or provisions of the University rules and regulations alleged to have been violated, or members alleged to have been unlawful, arbitrary or capricious.” See Grievance Procedures, in the Student Handbook or on our web site: [www.socwel.ku.edu](http://www.socwel.ku.edu).

**Third Party Complaints**

It is better for disputes to be worked out by involved parties on their own rather than by others. Faculty members receiving complaints about third parties should engage student in problem solving process around the complaint focused on helping the student act on the complaint openly and directly with the third party.

In instances when direct problem solving between the involved parties is tried and does not work, the parties should seek agreement on a faculty member to serve as a mediator to help them reach a successful resolution.