APPLICATION FOR GRADUATION (AFG)

• Application for Graduation in Enroll & Pay for spring 2024 MUST be filed BEFORE submitting any applications for LMSW licensing

• Deadline is March 1 – If it is not completed before this date, your name will not appear in the KU Commencement Book until spring 2024

• Very important survey – Destination Survey  
  • Feedback and responses are critical to us sharing accurate and essential information with perspective students and donors

• All graduating MSW students need to complete the AFG
Apply for Graduation

After signing into the Enroll & Pay system, select the Degree Progress & Graduation tile on the Student Homepage.

On the KU Apply for Graduation page, click on the hyperlink next to Academic Program. If there are multiple academic programs listed for the student, the student must go through the application process for graduation separately for each of the academic programs.
LICENSURE WORKSHOPS

MSW:
The Practicum Office plans to host a 60-minute LMSW Licensure Workshop – Advanced Year, via Zoom. Attendance is optional.

- Licensure Workshop- Advanced Year
- Date: TBD (January 2024)
- Keep checking Sonia messaging or email practicum@ku.edu
KS AND MO LICENSING PAPERWORK

• Students must apply for licensure and be approved by the licensing board before they can register for the ASWB exam

• In Kansas, you can apply 4 months before graduation. In Missouri, you can apply 60 days prior to graduation

• KS State Board: https://ksbsrb.ks.gov/professions/social-workers
  • Verification of Academic Requirements page—Write “See KU Graduation List” in Section II, no Dean’s signature is required – Your name will be submitted to the KS BSRB as a future MSW graduate ONLY if you have filed your spring 2024 Application for Graduation in Enroll & Pay

• MO State Board: MO Division of Professional Registration
  • You will need an Academic Advisor to type you an academic verification letter and we will send it to the MO board social work committee office. See page 5 of the application.
  • Step by step guide for starting the MO licensure process is here

• If you want to be licensed in both states (or another state), please refer to this website to learn about other states’ requirements: https://www.socialworkguide.org/licensure/
You do not need the Dean’s signature on this page

Do not contact the Dean for a signature

Please write “See KU Graduation List” in place of the signature of Dean or Director

Application for Graduation must be completed before paperwork is verified
Each application has instructions that are extremely helpful. We recommend reading the entire application and the ASWB Candidate Handbook before you attend a Field Education licensure session.
Diplomas vs Transcripts

- **Transcripts**: Conferred transcripts are the official document verifying degree completion which most employers and licensing boards require as proof of degree.

- **KU will not** send your transcript to the licensing board. You will order and pay for a copy to be sent **after** your degree is conferred.
  - **MSW**: Around the first week in June, 2024.
  - Please do not order your transcripts until we have sent you an email (KU Account) letting you know that your degree has been conferred.

- **Diplomas** display achievement but are not an official form of degree verification.

- You will need to complete a Diploma Delivery Request in Enroll & Pay. You can choose to pick it up in Lawrence or KUEC for free or have it mailed to you for $10. Diplomas are ready around 3 months **after** graduations are certified/conferred.

- **Official degree conferral (a.k.a. “Graduation”)** takes place when all academic requirements have been verified by the School of Social Welfare and the Office of the University Registrar.
Career Coaching appointments are available through the University Career Center: https://career.ku.edu/career-coaching

- Resume Review
- Cover Letter Review
- Professional House of Garments (PHOG) - 206 Summerfield Hall and The Trans Closet – Office of Multicultural Affairs room 102
- Job Search Resources
- Networking
- Interview Preparation
- Job Offer/Salary Negotiation
- Graduate or Professional School Exploration
- Career Exploration
- Job Search Exploration/Focus
- Mock Interview

Connecting students and careers: https://hirejayhawks.ku.edu/

Alumni perks – free for 6 months after graduation
KU COMMENCEMENT AND SSW RECOGNITION CEREMONY

- **SSW Recognition Ceremony/KU Commencement**: The ceremonies celebrating SSW graduates are not official degree conferring events, but are recognition ceremonies to allow you, your family and friends the opportunity to celebrate your achievements. [This website will be updated in February](https://socwel.ku.edu/graduation).

- **SSW Recognition Ceremony**: Tentatively scheduled for Friday, May 10, 2024 at the Lied Center in Lawrence, KS
  - This is the Ceremony when you walk across a stage.

- **KU University Commencement**: Scheduled for Sunday, May 12, 2024 (thousands of people attend this)
  - “Walking the Hill” [https://www.youtube.com/watch?v=WPlDICmV6SU](https://www.youtube.com/watch?v=WPlDICmV6SU) (no walking across a stage)
REGALIA

• See “Grad Preparation” here: https://socwel.ku.edu/graduation. All regalia can be purchased at the KU Bookstore online or in-person.
  • MSW – Cap, Gown, black tassel, and citron Social Welfare Hood (“Basic Bundle” does not include cap or gown)
  • Edwards Campus Grad Fair is scheduled TBD You can purchase regalia at this fair.

• If you cannot afford regalia, please email the Assistant Dean, Kristin Trendel (katrendel@ku.edu) to see if there are extra caps and gowns to borrow from the Regalia Closet in Twente Hall. It is first come first serve.
AFTER GRADUATION


• Obtaining CEU’s for license renewal – Center for Community Engagement & Collaboration: [http://socwel.ku.edu/ccec](http://socwel.ku.edu/ccec)

• University Career Center – Alumni get 6 months of free access to the UCC directly after graduation. After that, it is $50 each time you want to meet with a Career Coach for an hour-long appointment

• Professional Social Work organizations - [https://www.socialwork.org/resources/professional-organizations](https://www.socialwork.org/resources/professional-organizations)

• Social Work P.R.N. - [https://www.socialworkprn.com/](https://www.socialworkprn.com/)
  • Temporary Staffing
  • Temp to Perm Staffing
  • Permanent Placement
  • Clinical Social Work Supervision
  • Training and Education
  • Consultation
  • FAQ’s [https://www.socialworkprn.com/social-workers/faqs](https://www.socialworkprn.com/social-workers/faqs)
ANY QUESTIONS?
EMAIL: GSPEAR@KU.EDU

THANK YOU!