



VCU School of Social Work

M.S.W. program: Part-time policies

Students admitted to the part-time M.S.W. degree program must select a structured curriculum plan from the options provided. Sixty credits are required for the M.S.W. degree unless otherwise noted for M.S.W. options such as a certificate or dual degree. The program is designed so that students complete degree requirements within four years.

Students must complete all foundation courses prior to enrolling in concentration courses except when a waiver is granted and the program director approves an individualized part-time plan.

The part-time program cannot be completed entirely at night and on weekends due to field placement requirements and due to daytime scheduling of some concentration courses.

Course load

Students must be admitted to the program prior to enrolling in any M.S.W. course. Students must complete a minimum of six credits every fall and spring semester. Students are billed on a per-credit-hour basis for one to eight credits. While nine credits constitute part-time M.S.W. study, nine or more graduate credits are considered full-time study by the university, thereby requiring full-time tuition and fees.

Sequence of courses

To ensure proper course sequencing, students must complete an educational plan with their adviser.

Field instruction

Students pursuing the M.S.W. degree as a part-time student may select one of two options to complete field instruction requirements:

1. Two consecutive semesters (typically fall and spring): Two days per week (14 hours) for the foundation placement or three days per week (21 hours) for the concentration placement.
2. Block placement: Five days per week (40 hours) for one term, typically summer. Note: A student will be allowed to complete only one block field placement that must be approved by the student's faculty adviser and the director of field instruction.

Students in the part-time program must submit a field placement application to the director of field instruction one full semester prior to the term that they intend to begin each field placement.

Part-time curriculum options

Students request to change from part-time to full-time status after completing the first 30 credits of the program.

Part-time students pursuing a three-year M.S.W. program format will complete the foundation curriculum over a two-year period, followed by one year of full-time concentration studies. They also may decrease the full-time fall/spring concentration course load to no fewer than nine credits by taking summer electives, any required concentration courses offered in the summer and/or after completing the summer block concentration field (if the foundation field placement was not a block).

Any three-year plan must reflect the sequencing of courses within a content area and ensure that field instruction is taken concurrently with, or following completion of, the practice course sequences.