



Faculty of Liberal Arts & Professional Studies

**2015/2016**

# **Bachelor of Social Work**

## **Direct Entry & Post Degree Handbook**

[www.yorku.ca/laps/sowk](http://www.yorku.ca/laps/sowk)

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**PROGRAM DESCRIPTION  
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# YORK UNIVERSITY

## FACULTY OF LIBERAL ARTS AND PROFESSIONAL STUDIES

### SCHOOL OF SOCIAL WORK

The School of Social Work is recognized as having one of the most progressive and socially responsive social work programs in Canada. There are two streams in the BSW Honours degree program. Both of these BSW options are accredited by the Canadian Association of Schools of Social Work.

- 1) The first is the Direct Entry stream, which can be completed within four years if students enter in the first year of University or three years if students enter in the second year. To complete in this time frame, students need to do 30 credits per year (including one summer term).
- 2) The second is the Post Degree stream. These students have five years to complete their degree, but can complete in a shorter period of time, depending on credits taken.

The school also offers a full-time and part-time graduate MSW program. The School uses a curriculum that was designed with the collaboration of professors, students, field instructors and community representatives. In this way, the School's programs respond to the real needs of social workers in the context of dramatically changing global realities.

Students in the School receive a professional social work education that is characterized by a commitment to human rights and social justice. Dedicated instructors, who draw from a strong contemporary curriculum and their own practical experience, afford students the opportunity to acquire their own practical skills-skills that will enable them to help individuals, families and communities.

**Dr. Barbara Heron**  
Director

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Undergraduate Program Director

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**<http://www.yorku.ca/laps/sowk/>**

## Mission Statement: York University

The mission of York University is the pursuit, preservation and dissemination of knowledge. We promise excellence in research and teaching in pure, applied and professional fields. We test the boundaries and structure of knowledge. We cultivate the critical intellect.

York University is part of Toronto: we are dynamic, metropolitan and multicultural. York University is part of Canada: we encourage bilingual study, we value tolerance and diversity. York University is open to the world: we explore global concerns.

A community of faculty, students, staff, alumni and volunteers committed to academic freedom, social justice, accessible education, and collegial self-governance, York University makes innovation its tradition.

## Mission Statement: School of Social Work

The School of Social Work, York University is committed to social work education which develops practice strategies for human rights, social justice and thus affirms that personal experiences are embedded in social structures.

Through research, curriculum, and critical pedagogy the School will:

- Address oppression and subordination as experienced and mediated through class, gender, race, ethnicity, religion, sexual orientation, gender identity and expression, age and ability;
- Develop a critical appreciation of the social construction of reality;
- Promote an understanding of how values and ideologies construct social problems, and how they construct responses;
- Prepare students to be critical practitioners and agents of change.

## This is what Critical Social Workers Do!

### Social Work and Social Justice

- Social work is concerned with social justice and the impacts of structural inequalities such as poverty, unemployment, discrimination and oppression. It aims to work with individuals, families, and communities and to address policies in order to increase their capacity to bring positive social change, social development, and social cohesion.
- Social justice work can happen in different employment contexts including family service agencies, children's aid agencies, general and psychiatric hospitals, school boards, correctional institutions, welfare administration agencies, federal and provincial departments.
- Social workers also work in local and international community-based agencies and grassroots organizations to engage in various community organizing and development work to challenge social inequalities and oppression.
- Social workers are also involved in policy analysis, policy development and planning, often working in federal, provincial, territorial and municipal departments and regional social planning councils.
- The responsibilities of social workers vary depending on the settings in which they work.
- Some social work graduates choose to pursue registration, and some workplaces require that they do so. Registered social workers have specialized university education and must participate in continued professional learning and skills development to fulfil the requirements of their professional regulatory body, the Ontario College of Social Workers and Social Service Workers (OCSWSSW) (<http://www.ocswws.org/about-us/about-sw/>). Many social work graduates do not pursue registration and many social work jobs do not require this of their employees.
- A four-year undergraduate program is required for a bachelor's degree. Persons who have a Bachelor of Social Work degree may obtain a master's degree after one year of postgraduate studies. Those who have a degree in another discipline (e.g., psychology, equity studies, sociology) require a two-year postgraduate program in social work to obtain the master's degree in social work.

The Canadian Association for Social Work Education (CASWE) has the responsibility for accrediting university-based social work programs (<http://www.casw-acts.ca/en/what-social-work/education-and-development/canadian-association-social-work-education>)

# CONNECT WITH YOUR BSW PEERS

## The Social Work Students Association (SWSA) is Looking for You!

The Social Work Students Association (SWSA) plays a critical role to build a collaborative community at the School of Social Work to support students to express their voice, be heard, feel supported, develop their own communities in the School and practice what is learned in the classroom. As a recognized student group within the larger York community, through SWSA our BSW students have access to funds to organize on-campus and community events. These events make lasting contributions and influence other incoming BSW students to make their lives richer, thus strengthening the School of Social Work at York University. Thanks to the leadership of the SWSA executive, the School of Social Work has a useful channel for effective and efficient communication with our BSW student body. Former Presidents and Vice Presidents/Directors of SWSA (Chantelle Adjin-Tetty, Aerissa Roy-Dupuis, Kirk Fflokcs-Brown, Haniah Khalid and Hatice Celik) have laid the foundation for more active student engagement on the part of future BSW students.

### Past BSW SWSA Committee Executives have:

- Participated as members of the BSW Committee, contributing to the Faculty of Liberal Arts and Professional Studies;
- Hosted workshops for BSW students (e.g., employment opportunities);
- Established a mentorship program with BSW/SWSA students and elementary students in the Jane-Finch area through partnerships with Big Brothers Big Sisters of Toronto;
- Collaborated with other BSW/SWSA students in establishing a student run national peer-reviewed journal for BSW students, and student peer mental health support group;
- Assisted on projects with the President's Office by recruiting students for a University photo-shoot;
- Organized and hosted Social Work Week, Awards ceremonies, School of Social Work Sweaters, and a Book Drive;
- Collaboration and participation in the university social work student groups' Social Work Week;
- Implemented SWSA Suggestion Box and Webpage;
- Participated in campus Spring Open House and Fall Campus Day events; and organized a solidarity event with CUPE 390 and contributed to 6 Excalibur articles advocating, spreading the word and standing up for worthy causes;
- Communications with current, incoming/outgoing SWSA members with monthly SWSA and AGM Meetings;
- SWSA Executive Team nominated for the LA&PS Student Association *Outstanding Overall Contribution to Student Experience Award*.

### Are you looking for an opportunity to:

- Participate in student community and leadership development
- Network and take advantage of volunteering opportunities
- Provide encouragement through peer mentoring
- Inspire and motivate others

Formore information visit: <http://www.yorku.ca/laps/sowk/swsa.html> or email SWSA at [swsa.yorku@gmail.com](mailto:swsa.yorku@gmail.com)

<b>President/ Executive Director</b>	<b>Haniah Khalid</b>	<b>Email: <a href="mailto:haniah_k1986@hotmail.com">haniah_k1986@hotmail.com</a></b>
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<b>VP Student Life</b>	<b>Trikha, Ritika</b>	<b>Email: <a href="mailto:ritikatrikha98@gmail.com">ritikatrikha98@gmail.com</a></b>
<b>VP Communications</b>	<b>TBD</b>	
<b>Membership Coordinator</b>	<b>TBD</b>	

# York University BSW Student Professional Behaviour Policy

[http://www.yorku.ca/laps/sowk/practicum/documents/codeofethics\\_e.pdf](http://www.yorku.ca/laps/sowk/practicum/documents/codeofethics_e.pdf)

The Bachelor of Social Work (BSW) degree is an important determinant of eligibility for registration with the Ontario College of Social Workers and Social Service Workers. Given the professional trajectory of the BSW degree, a professional standard of behaviour is expected from social work students. An issue in this policy is the protection of the public and the University's role in graduating competent professionals.

Progression through the BSW program at the School of Social Work at York University is contingent on students' behavior, meeting the ethical and behavioural standards set forth in the *Canadian Association of Social Workers Code of Ethics (CASW)*<sup>1</sup>, the *Ontario College of Social Workers and Social Service Workers Standards of Practice*<sup>2</sup>; the *York University Student Code of Conduct*, and other relevant York University policies<sup>3</sup> including, but not limited to the Sexual Harassment Policy and the Policy Concerning Racism.

This policy recognizes the general responsibility of the faculty members of the School of Social Work to foster acceptable standards of professional behavior, and of the student to be mindful of and abide by such standards.

## **A. Behaviour that may result in withdrawal from the BSW program:**

A student may be withdrawn from the BSW program if he or she:

1. Commits any breach of the CASW Code of Ethics, the Ontario College of Social Workers and Social Service Workers Standards of Practice, and/or any York University Policy that relates to student behaviour, such as the York University Student Code of Conduct or the Senate Policy on Academic Honesty that would engage the behavioural and ethical standards of the profession;
2. Engages in any prescribed behaviour in a practicum agency as detailed in the School of Social Work's Practicum Manual;
3. Acquires a criminal conviction after being admitted to the program (or which was acquired prior to admission but became known only after having been admitted into the program) which jeopardizes the student's ability to gain registration as a social worker; or
4. Engages in behaviour that impairs the performance of professional responsibilities.

## **B. Jurisdiction:**

Allegations of a breach of professional behavioural or ethical standards by a student enrolled in the BSW degree program offered by the School of Social Work, York University shall be dealt with by the School of Social Work, York University in accordance with the procedures outlined below.

## **C. Procedures for determination of whether a Student Professional Behaviour Review is necessary:**

1. Any breach of professional behaviour that is deemed so serious that it may warrant requiring a student to withdraw from the program will, initiate a Student Professional Behaviour Review.
2. **Non-Practicum Courses:** In instances where a Course Director of a non-practicum social work course has concerns about student behaviour that have not been resolved through discussion with the student, he or she will consult with the Undergraduate Program Director. The Undergraduate Program Director, the Course Director and the student will normally meet to discuss the concerns in the hopes of determining a resolution. If no resolution is achieved or if conditions agreed to by the student as part of the resolution were not fulfilled, the matter shall be referred for a Student Professional Behaviour Review.
3. **Practicum Courses:** In the event that a Faculty Advisor or the Field Education Manager has concerns about the behaviour of a student enrolled in SOWK 4000 6.0 or SOWK 4001 6.0 (Practicum in Social Work I and II), he/she will follow policies detailed in the School of Social Work's Practicum Manual. Where the matter concerns the possible outcome of denying the student an opportunity to complete the practicum requirement, the matter shall be referred for a Student Professional Behaviour Review.
4. When allegations of a breach of professional behaviour standards by a student enrolled in the BSW program are reported to have occurred in a venue other than a BSW course or practicum, the matter will

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<sup>1</sup> <http://www.casw-acts.ca/en/what-social-work/casw-code-ethics>

<sup>2</sup> [http://www.ocswssw.org/en/practice\\_guidelines.htm](http://www.ocswssw.org/en/practice_guidelines.htm)

<sup>3</sup> for a complete list see <http://www.yorku.ca/oscr/studentconduct.html>

be investigated by the Undergraduate Program Director or designate. Normally, this investigation will include meeting with the student to discuss the allegation in the hopes of determining a resolution. If no resolution is achieved or if conditions agreed to by the student are not fulfilled, the matter shall be referred for a Student Professional Behaviour Review.

**D. Student Professional Behaviour Review:**

1. Once notified of a potential breach of professional behaviour standards by a student in the BSW Honours degree program, the designated Faculty office shall post a block on enrolment activity in the concerned course or courses. The student may not drop or be deregistered from the course for any reason, nor withdraw from the University, nor request to have their transcripts release until, a final decision is reached.
2. The Undergraduate Program Director of the School or his/her designate convenes a review committee consisting of three members. The review committee will consist of the Associate Dean of Students of the Faculty or his/her designate; the Director of the School of Social Work; and one other member of the BSW Program who has not been privy to the allegations. The Undergraduate Program Director of the School or his/her designate, the Field Education Manager for the School or his/her designate, Course Directors of courses in which the student's behaviour has become an issue, Field Instructors where the behaviour occurred in a practicum setting, and other representatives of the profession may be called to serve as witnesses. When the alleged breach of professional or ethical standards occurs in a non-course or practicum setting, other persons may be called to appear as witnesses.
3. The student will be notified in writing by e-mail and by priority commercial post of the intention to hold a Student Professional Behaviour Review and provided with suggested times and dates. It is the student's responsibility to provide the School with current e-mails, postal and telephone contact information. Failure to do so may, result in shorter or no notice being received. In such case, the Review may take place without the student. The letter notifying the student of the Review shall include a summary of the alleged breach of professional standards, and an outline of the procedures to be followed at a Student Professional Behaviour Review. If the student wishes to file a written response to the allegation, it must be received within **fourteen** calendar days of the date on which the notification of the Review was sent to the student. All parties are required to inform the Review Committee of their intention to call witnesses, and the names of these witnesses at least **seven** calendar days prior to the Review.
4. The student has **seven** days to respond so as to fix the time and date for the meeting. If the student does not respond in a timely way, the Review may take place without the student.
5. The student may be accompanied by a representative. In such case, the representative's name and relationship to the student must be provided to the Director in advance of the Review.
6. The Director or designate chairs, a School staff person of the Review Committee take notes; the representatives of the School first present their concerns. If witnesses are present, they are called to present their information concerning the alleged behaviour of the student. The student is then given an opportunity to ask questions about the concerns, evidence presented and to respond to them. Finally, the representatives of the School have an opportunity to comment on any issues or information that has been presented by the student. The Review Committee is not bound by formal rules of evidence applicable in courts of law.

When all available relevant evidence and witnesses have been heard, and both the School and student have had their opportunity to provide comments, the Review Committee shall then enter into a closed session to determine whether a breach of professional standards or ethics has occurred, and if so, what actions will be taken. The decision is made by a majority vote of the review committee.

8. A Student Professional Behaviour Review will result in one of four outcomes:
  - i) A finding that no breach of professional standards or ethics has occurred. No records will be retained;
  - ii) A finding that a breach of professional standards or ethics has occurred, and it is determined that no action other than remedial educative measures will be taken;
  - iii) A finding that a breach of professional standards or ethics has occurred that warrants the imposition of conditions on the student as a requirement for continuation in the program.

- iv) A finding that a breach of professional or ethical standards has occurred that warrants either or both assigning a grade of F in the course, and withdrawal of the student from the BSW Honours degree program.
9. The decision of the committee shall be communicated to the student in writing, delivered by hand or via mail. A record of the decision will be retained in the Office of the Director of the School of Social Work, regardless of the severity of the penalty, and be held for a time consistent with the University's records retention guidelines. This record is for internal academic purposes only. A note shall be placed on the Student Information System to bar withdrawal from the course.

**F. Appeals:**

1. Students may appeal to the Senate Appeals Committee any decision rendered from a Student Professional Behaviour Review on the grounds permitted by the procedures of that Committee. Information on the Senate Appeals Committee procedures can be found at <http://www.yorku.ca/secretariat/senate/committees/sac/index-sac.html>

**Approved by York University Senate, June 26, 2008**

# Important Dates

## 2015-2016- Fall, Year and Winter Terms:

<http://www.registrar.yorku.ca/enrol/dates/fw15.htm>

	FALL	YEAR	WINTER
Classes start	Sept. 10	Sept. 10	Jan. 3
Last date to announce components of final grades	Sept. 24	Sept. 24	Jan. 17
Fall Reading Days <sup>1</sup> (no classes, University open)	Oct. 29 - Nov. 1	Oct. 29 - Nov. 1	
Last date to submit Fall term work	Dec. 7	Dec. 7	
Fall classes end	Dec. 7	Dec. 7	
Fall Study Day <sup>2</sup> (no classes; University open)	Dec. 8	Dec. 8	
Fall examinations <sup>4</sup>	Dec. 9-23	Dec. 9-23	
Winter Reading Week <sup>1</sup> (no classes, University open)		Feb. 13-19	Feb. 13-19
Last date to submit Winter term work		April 4	April 4
Winter classes end		April 4	April 4
Winter Study Day <sup>2</sup> (no classes; University open)		April 5	April 5
Winter examinations <sup>3</sup>		April 6-20	April 6-20

**Note:**

1. There are four (4) days designated as Fall Reading Days in the Fall term during which classes, examinations and tests will not be held. The University itself will be open and administrative services available
2. The December 8 and April 5 study days are in compliance of the Senate Policy requiring a day off prior to the start of exams.
3. It is your responsibility as a student to ensure that you are available to sit for examinations during the entire exam period for the term corresponding to your course. We strongly recommend that you do not make any travel arrangements prior to the end of the term's examination schedule.
4. Make-up date for Good Friday, March 25, 2016 will be held on Monday, April 4, 2016. The final Monday lecture will occur on Monday, March 28, 2016.

**\* Add and Drop Deadline Information:**

There are deadlines for adding and dropping courses, both academic and financial. Since, for the most part, the dates are **different**, be sure to read the information carefully so that you understand the differences between the sessional dates below and the [Refund Tables](http://www.yorku.ca/sfs/refunds/tables/).  
<http://www.yorku.ca/sfs/refunds/tables/>

You are strongly advised to pay close attention to the "Last date to enroll without permission of course instructor" deadlines. These deadlines represent the last date students have unrestricted access to the registration and enrolment system.

After that date, you must contact the professor/department offering the course to arrange permission. You can drop courses using the registration and enrolment system up until the drop deadline. After that, you will receive a grade for the course.

	FALL	YEAR	WINTER
Last date to add a course <b>without permission</b> of instructor (also see Financial Deadlines)	Sept. 24	Sept. 24	Jan. 17
Last date to add a course <b>with permission</b> of instructor (also see Financial Deadlines)	Oct. 8	Oct. 22	Jan. 29
Last date to drop course without receiving a grade (also see Financial Deadlines)	Nov. 9	Feb. 5	March 4

## Financial Deadlines:

	FALL	YEAR	WINTER
Classes start	Sept. 10	Sept. 10	Jan. 3
Last date to announce components of final grades	Sept. 24	Sept. 24	Jan. 17
Fall Reading Days <sup>1</sup> (no classes, University open)	Oct. 29 - Nov. 1	Oct. 29 - Nov. 1	
Last date to submit Fall term work	Dec. 7	Dec. 7	
Fall classes end	Dec. 7	Dec. 7	
Fall Study Day <sup>2</sup> (no classes; University open)	Dec. 8	Dec. 8	
Fall examinations <sup>4</sup>	Dec. 9-23	Dec. 9-23	
Winter Reading Week <sup>1</sup> (no classes, University open)		Feb. 13-19	Feb. 13-19
Last date to submit Winter term work		April 4	April 4
Winter classes end		April 4	April 4
Winter Study Day <sup>2</sup> (no classes; University open)		April 5	April 5
Winter examinations <sup>3</sup>		April 6-20	April 6-20
Last date to add a course <b>without permission</b> of instructor (also see Financial Deadlines)	Sept. 24	Sept. 24	Jan. 17
Last date to add a course <b>with permission</b> of instructor (also see Financial Deadlines)	Oct. 8	Oct. 22	Jan. 29
Last date to drop course without receiving a grade (also see Financial Deadlines)	Nov. 9	Feb. 5	March 4
Fees due for Fall and Year course enrolments and program-based undergraduate programs	Sept. 10	Sept. 10	
First half of residence and meal plan fees due		Sept. 10	
Deadline to drop a course and receive a full refund for most Fall and Year undergraduate courses	Sept. 16	Sept. 16	
Deadline to drop a Fall or Year course and receive a 90% course fee refund for most undergraduate courses <sup>1</sup>	Sept. 23	Sept. 23	
Deadline to drop a Fall or Year course and receive an 80% course fee refund for most undergraduate courses <sup>1</sup>	Sept. 30	Sept. 30	
Deadline to drop a Fall or Year course and receive a 40% course fee refund for most undergraduate courses <sup>1</sup>	Oct. 7	Oct. 7	
Minimum payment due on student account	Oct. 10	Oct. 10	

Deadline to apply for Fall and Year OSAP and submit supporting documents	Oct. 17	Oct. 17	
Recommended date to apply for government financial aid for the next winter term			Oct. 29
Deadline for reassessment at the domestic tuition rate for the current fall/winter session	Oct. 31	Oct. 31	
Minimum payment due on student account	Nov. 10	Nov. 10	
Fees for winter undergraduate course enrolments are due		Jan. 10	Jan. 10
Second half of fees for residence charges and meal plans are due		Jan. 10	
Deadline to drop a Winter term course and receive a 90% course fee refund for most undergraduate courses			Jan. 16
Last date to enrol in Winter term courses <b>without permission</b> of course instructor			Jan. 17
Last date to enrol in Winter term courses <b>with permission</b> of course instructor			Jan. 29
Deadline to drop a Winter term course and receive an 80% course fee refund for most undergraduate courses			Jan. 23
Deadline to drop a Winter term course and receive a 40% course fee refund for most undergraduate courses			Jan. 30
Deadline to apply to graduate at the June, 2016 Convocation	Jan. 31	Jan. 31	Jan. 31
Deadline for reassessment at the domestic tuition rate for the current winter term only			Jan. 31

## Holidays and University Closures:

	FALL	YEAR	WINTER
Labour Day - University closed	Sept. 7	Sept. 7	
Thanksgiving Day - University closed	Oct. 12	Oct. 12	
Winter break - University closed	Dec. 24 - Jan. 2	Dec. 24 - Jan. 2	
Family Day - University closed		Feb. 15	Feb. 15
Good Friday <sup>4</sup> - University closed		March 25	March 25

### Fall/Winter 2015-2016 Sessional Dates for All Other Terms:

	Course Start Date	Last date to add a course without permission of instructor	Last date to add a course with permission of instructor	Last date to drop course without receiving a grade	Fall Reading Days <sup>1</sup> Winter Reading Week	Study Day <sup>2</sup>	Course End Date	Final Examinations <sup>4</sup>	Last Date to Announce Components of Final Grades
B3	Aug. 1	Aug. 18	Aug. 18	Aug. 18	Oct. 29 - Nov. 1	Dec. 8	Dec. 19		
B5	Aug. 1	Sept. 18	Sept. 18	Sept. 18			May 1		
P	Aug. 31	Sept. 1	Sept. 1	Sept. 1			Sept. 3		
1	Sept. 1	Sept. 1	Sept. 1	Sept. 1	Oct. 29 - Nov. 1	Dec. 8	Dec. 18		
3	Sept. 1	Sept. 1	Sept. 1	Sept. 1	Oct. 29 - Nov. 1; Feb. 13-19	Dec. 8; April 5	April 8		
F	Sept. 10	Sept. 24	Oct. 8	Nov. 9	Oct. 29 - Nov. 1	Dec. 8	Dec. 7	Dec. 9-23	Sept. 24
FD	Sept. 10	Sept. 10	Sept. 10	Sept. 10			Oct. 26		
FS	Sept. 10	Sept. 11	Sept. 25	Sept. 25			Oct. 21		
Y	Sept. 10	Sept. 24	Oct. 16	Feb. 5	Oct. 29 - Nov. 1; Feb. 13-19	Dec. 8; April 5	April 4 <sup>3</sup>	Dec. 9-23; April 6-20	Sept. 24
FP	Sept. 19	Sept. 18	Sept. 25	Nov. 13	Oct. 29 - Nov. 1		Nov. 29		
A	Sept. 8	Sept. 14	Sept. 28	Sept. 28			Oct. 19		
F2	Sept. 8	Sept. 14	Sept. 28	Nov. 13	Oct. 29 - Nov. 1		Dec. 4		
Z1	Sept. 8	Sept. 11	Sept. 25	Nov. 13	Oct. 29 - Nov. 1; Feb. 13-19		April 11		
FE	Oct. 23	Oct. 23	Oct. 23	Oct. 23	Oct. 29 - Nov. 1		Dec. 7		
M	Oct. 26	Oct. 30	Nov. 13	Nov. 13			Dec. 4		
FO	Oct. 28	Oct. 30	Nov. 13	Nov. 13			Dec. 2	Dec. 9-23	
2	Jan. 3	Jan. 3	Jan. 3	Jan. 3	Feb. 13-19	April 5	April 8		

W	Jan. 3	Jan. 17	Jan. 28	March 3	Feb. 13-19	April 5	April <sup>4</sup>	April 6-20	Jan. 17
WD	Jan. 3	Jan. 3	Jan. 3	Jan. 3			Feb. 12		
WS	Jan. 3	Jan. 17	Jan. 28	May 24	Feb. 13-19		July 31		
B4	Jan. 4	Jan. 22	Jan. 22	Jan. 22	Feb. 13-19	April 5	May 1		
IW	Jan. 4	Jan. 5	Jan. 6	Jan 13	Feb. 13-19		April 13		
C	Jan. 11	Jan. 15	Jan. 29	Jan. 29			Feb. 22		
W2	Jan. 11	Jan. 15	Jan. 29	March 18	Feb. 13-19		April 11		
WP	Jan. 23	Jan. 22	Jan. 29	March 18	Feb. 13-19		April 10		
P3	Feb. 16	Feb. 16	Feb. 16	Feb. 16			Feb. 19		
WE	Feb. 23	Feb. 23	Feb. 23	Feb. 23			April 4 <sub>3</sub>		
N	Feb. 29	March 4	March 18	March 18			April 11		

**Published: January 28, 2015**



# School of Social Work

## FACULTY/ STAFF DIRECTORY

### Administrative Staff

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## Professor Emeritus

<b>Retired Faculty</b>	
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S. Joel	Professor
P. Evans	Professor
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G. Macdonald	Professor
K. Swift	Professor
A. Rossiter	Professor

## CONTRACT FACULTY

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# **DEGREE REQUIREMENTS**

**FACULTY OF LIBERAL ARTS AND PROFESSIONAL STUDIES  
BACHELOR OF SOCIAL WORK: DIRECT-ENTRY HONOURS**

**STUDY PLAN CHECKLIST**

**NOTE:** Students are responsible for meeting requirements in effect **at the time of entry/re-entry to the program**. It is the responsibility of the student to take the correct courses and ensure all degree and program requirements are met

DEGREE REQUIREMENTS: 120 CREDITS	COMPLETE or INCOMPLETE	GRADE	TERM
<b>GENERAL EDUCATION - 21 CREDITS INCLUDING:</b>			
1) Humanities or Social Science			
2) Humanities or Social Science ( <b>whichever is not taken in 1</b> )			
3) Natural Science			
<b>MAJOR - 60 CREDITS:</b>			
SOWK 1011 6.00 Introduction to Critical Social Work			
SOWK 2030 6.00 Critical Perspectives on Society			
SOWK 2050 6.00 Identity, Diversity and Anti-Discriminatory Practice			
SOWK 3041 3.00 Communication			
SOWK 3060 6.00 Integrated Social Work Practice			
SOWK 3070 3.00 Foundations of Social Work Research			
SOWK 3110 3.00 Policy Frameworks			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 4000 level or above non- core courses			
SOWK 4020 3.00 Issues in the Study of the Welfare State: Power, Organization and Bureaucracy			
SOWK 4000 6.00 (Practicum) <sup>4</sup>			
SOWK 4001 6.00 (Practicum)			
<b>Required courses outside Social Work : 39 credits</b>			
6.00			
6.00			
6.00			
6.00			
6.00			
6.00			
6.00			
3.00			
<b>30 Credits from (Outside the Major above) can be used towards adding a double major or minor in another discipline/subject area</b>			

**NOTE:** AP/SOWK 2020 3.00, AP/SOWK 2025 3.00 and AP/ SOWK 2035 3.00 courses are not open to students majoring in Social Work and cannot be used toward degree credit.

The Bachelor of Social Work program prepares students for professional social work. Successful practice experience is an essential requirement in the Social Work Degree program. The 700 hour practicum, AP/SOWK

<sup>4</sup> Practicum: successful completion of AP/SOWK 4000 6.00 and AP/SOWK 4001 6.00 including the integrative seminar component is a requirement in the BSW program.

4000 6.0 Practicum I and AP/SOWK 4001 6.0 Practicum II, consists of a field work component in an approved social work setting arranged by the School. **Practica:** AP SOWK 4000 6.00 and AP SOWK 4001 6.00 are graded as: "pass/fail". Successful completion of the practica, as indicated by achieving a "pass" grade is a requirement in the BSW program.

## **MINIMUM FACULTY DEGREE REQUIREMENTS BACHELOR OF SOCIAL WORK – DIRECT-ENTRY HONOURS**

**IMPORTANT NOTE:** A Study Plan Checklist is an aid for planning courses only and should be used in conjunction with the calendar. It is **NOT** a substitute for the calendar. Degree and program requirements are subject to change. Every effort has been made to ensure that the study plan checklist and the York Undergraduate Calendar reflect the most recent changes. There may be instances when what is published does not reflect the most current University policy. In such instances, when the published versions of policies or regulations differ from what has been most recently approved by Senate, the latter will prevail. It is the responsibility of the student to take the correct courses and ensure **ALL** degree and program requirements are met.

**General education requirements:** 21 credits in accordance with the following to be completed at the 1000 level: 6.0 credits in natural science (NATS), 9.0 credits approved general education course in the social science or humanities categories; a 6.0 credits approved general education course in the opposite category to the 9.0 credits course in social science or humanities already taken. It is strongly recommended that students successfully completed (pass) their first General Education courses with the first 24 credits and all General Education courses are to be successfully completed (passed) within the first 48 credits. A maximum of 9 credits in each of the four areas (Humanities, Social Science and 6 credits Natural Science) will count towards fulfillment of General Education requirements, or major or minor program requirements, may be used to fulfill required credits outside the major:

- General Education courses may be used to fulfill the General Education Requirement and, if applicable, major or minor program requirements. For the purpose of meeting major and minor program and minor program requirements, all 9 credit General Education courses will count as 6 credits towards the major or minor. The remaining 3 credits will count towards the total number of credits for the degree.
- General Education courses used to fulfill the General Education requirements, or major or minor program requirements, may not also used to fulfill required credits outside the major.
- Additional General Education courses used to fulfill the General Education requirement, or major or minor program requirements, may not be used to fulfill required credits outside the major.
- Additional General Education courses not used to fulfill the General Education requirements, or major or minor program requirements, may be used to fulfill required credits outside the major.

**(Exception:** students who have successfully completed a 9.0 credits 1000 level foundation course will be considered to have satisfied the 6.0 credits corresponding area of study in general education and three credits will count toward non-major or free choice courses).

**Minimum Academic Standing:** The cumulative grade point average (GPA) must be at least 5.0 no grade less than C in all courses used in the major.

**Major requirements:** Minimum 60 credits in accordance with the program including, 18 credits at the 4000 level.

**Required courses outside Social Work:** A minimum of 39 credits must be outside Social Work.

**Residency requirement:** At least 30 credits not used toward another academic program are to be taken at York University. Half the major credits must be taken through the Faculty of Liberal Arts and Professional Studies.

**Graduating with a BSW Honours degree:** Students must pass at least 120 credits that meet Faculty of Liberal Arts and Professional Studies degree and program requirements. The cumulative grade point average (GPA) for all courses must be at least 5.0 with no grade less than C in all courses used in the major.

**Failure to maintain minimum academic standing for Honours:** Advising is recommended.

Students whose cumulative grade point average on at least 24 York credits is below 2.5 **must** withdraw for 12 months and will be ineligible to proceed in the program.

Students who have a major course(s) with a grade below "C" are required to repeat the course in the next available session and prior to completing 120 credits. It is highly recommended students make an advising appointment with the School of Social Work.

Students whose cumulative grade point average falls below 5.0 (C+) during the course of their studies may proceed in an Honours program, on warning, provided that they meet the year level progression requirements as set out below:

**(Year level is determined by number of passed courses including transfer credit):**

- Year 1 – 0 - 23 credits - Minimum 4.0
- Year 2 – 24-53 credits - Minimum 4.25
- Year 3 – 54-83 credits - Minimum 4.80
- Year 4 – 84 credits – Minimum 5.0

Students who have completed less than 84 credits who fail to meet the minimum grade requirement for progression in Honours will be ineligible to proceed in the BSW program. Students who wish to proceed in their studies will be required to change their degree.

Students who have completed 84 credits but less than 120 credits whose cumulative grade point average is below 5.0 will be ineligible to proceed in Honours and will be ineligible to continue in the BSW degree. Students may petition for an Honours waiver.

Students who have completed 120 credits or greater with a cumulative grade point average of less than 5.0 will be ineligible to proceed or graduate.

For further information, students should refer to the academic standing and academic penalties sections for the Faculty of Liberal Arts and Professional Studies in the York Undergraduate Calendar available on the main York web site at: <http://calendars.registrar.yorku.ca> under current students, courses and enrolment.

**For further program information please contact the School of Social Work: Ross South Bldg, Rm 880  
Tel: 416-736-5226 / Fax: 416-650-3861 / E-mail: [lapssowk@yorku.ca](mailto:lapssowk@yorku.ca)**

**PLEASE RETAIN THIS STUDY PLAN FOR REFERENCE PURPOSES**

**FACULTY OF LIBERAL ARTS AND PROFESSIONAL STUDIES  
BACHELOR OF SOCIAL WORK: POST-DEGREE HONOURS**

**STUDY PLAN CHECKLIST**

**NOTE:** Students are responsible for meeting requirements in effect **at the time of entry/re-entry to the program**. It is the responsibility of the student to take the correct courses and ensure all degree and program requirements are met.

TRANSFER CREDITS (66 CREDITS)	COMPLETE or INCOMPLETE	GRADE	PREVIOUS INSTITUTION(S)
<b>MAJOR - 54 CREDITS:</b>			
SOWK 2030 6.00			
SOWK 2050 6.00			
SOWK 3041 3.00			
SOWK 3060 6.00			
SOWK 3070 3.00			
SOWK 3110 3.00			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 3000 level or above non- core courses			
SOWK 3.00 4000 level non-core course			
SOWK 4020 3.00			
SOWK 4000 6.00 (Practicum)			
SOWK 4001 6.00 (Practicum)			

**NOTE: AP/SOWK 2020 3.00, AP/SOWK 2025 3.00 and AP/SOWK 2035 3.00 courses are not open to students majoring in Social Work and cannot not be used toward degree credit.**

The Bachelor of Social Work program prepares students for professional social work. Successful practice experience is an essential requirement in the Social Work Degree program. The 700 hour practicum, AP/SOWK 4000 6.0 Practicum I and AP/SOWK 4001 6.0 Practicum II, consists of a field work component in an approved social work setting arranged by the School.

**Practica:**

AP SOWK 4000 6.00 and AP SOWK 4001 6.00 are graded as: "CREDIT/FAIL". Successful completion of the practica, as indicated by achieving a "CREDIT" grade is a requirement in the BSW program.

FW 2014-15

## MINIMUM FACULTY DEGREE REQUIREMENTS BACHELOR OF SOCIAL WORK - POST- DEGREE HONOURS

**IMPORTANT NOTE:** A Study Plan Checklist is an aid for planning courses only and should be used in conjunction with the calendar. It is **NOT** a substitute for the calendar. Degree and program requirements are subject to change. Every effort has been made to ensure that the study plan checklist and the York Undergraduate Calendar reflect the most recent changes. There may be instances when what is published does not reflect the most current University policy. In such instances, when the published versions of policies or regulations differ from what has been most recently approved by Senate, the latter will prevail. It is the responsibility of the student to take the correct courses and ensure **ALL** degree and program requirements are met.

**Minimum Academic Standing:** The cumulative grade point average (GPA) must be at least 5.0 no grade less than C in all courses used in the major.

**Major requirements:** Minimum 54 credits. Please refer to calendar and study plan checklist.

**Residency requirement:** At least 30 credits not used toward another academic program are to be taken at York University. Half the major credits must be taken through the Faculty of Liberal Arts and Professional Studies.

**Graduating with a BSW Honours degree:** Students must pass at least 120 credits that meet Faculty of Liberal Arts and Professional Studies degree and program requirements. The cumulative grade point average (GPA) for all courses must be at least 5.0 with no grade less than C in all courses used in the major.

**Failure to maintain minimum academic standing for Honours:** Advising is recommended. Students whose cumulative grade point average on at least 24 York credits is below 2.5 must withdraw for 12 months and will be ineligible to proceed in the program.

Students who have a major course(s) with a grade below "C" are required to repeat the course in the next available session and prior to completing 120 credits. It is highly recommended students make a Study Plan advising appointment with the School of Social Work.

Students whose cumulative grade point average falls below 5.0 (C+) during the course of their studies may proceed in an Honours program, on warning, provided that they meet the year level progression requirements as set out below:

(year level is determined by number of passed courses including transfer credit):

- Year 1 - 0 - 23 credits - Minimum 4.0
- Year 2 - 24-53 credits - Minimum 4.25
- Year 3 - 54-83 credits - Minimum 4.80
- Year 4 – 84 credits – Minimum 5.0

Students who have completed less than 84 credits who fail to meet the minimum grade requirement for progression in Honours will be ineligible to proceed in the BSW program. Students who wish to proceed in their studies will be required to change their degree.

Students who have completed 84 credits but less than 120 credits whose cumulative grade point average is below 5.0 will be ineligible to proceed in Honours and will be ineligible to continue in the BSW degree. **Students may petition for and Honours waiver.**

Students who have completed 120 credits or greater with a cumulative grade point average of less than 5.0 will be ineligible to proceed or graduate.

For further information, students should refer to the academic standing and academic penalties sections for the Faculty of Liberal Arts and Professional Studies in the York Undergraduate Calendar available on the main York web site at: <http://calendars.registrar.yorku.ca/>, under current students, courses and enrolment.

**For further program information please contact the School of Social Work: Ross South Bldg, Rm 880  
Tel: 416-736- 5226 / Fax: 416-650-3861 / E-mail: [lapssowk@yorku.ca](mailto:lapssowk@yorku.ca)**

**PLEASE RETAIN THIS STUDY PLAN FOR REFERENCE PURPOSES  
Academic Requirements and How to Calculate your GPA**

## Social Work BSW Grade Requirements

### Academic Requirements/standing in the BSW program In the BSW social work program you must:

- Earn a 5.0 (C+) cumulative average. “Cumulative” means the average of all your course grades at the end of the program. You do not have to have a 5.0 average every year, but your average has to be high enough every year that you can expect to have a 5.0 average by the time you graduate. This means that: your average in the first year must be a minimum of 4.0 (C). Then, adding grades from the second year, you need a minimum of 4.25. After adding third year grades, you must have a minimum of 4.80. By the end of the fourth year, you can then reach the minimum 5.0 (C+) grade average for all four years.
- Get a minimum of a “C” grade in all your Social Work courses. If you get less than a “C” you must repeat the course or change to a different program.

What happens if you don’t get the average you need? You will not be able to continue your studies in social work and you will be automatically placed in a Bachelor degree program.

**Reactivation** - your status (Returning to the BSW Program) after an Academic Decision:  
<http://www.registrar.yorku.ca/enrol/reactivate/>

### Here’s how to calculate your cumulative grade average:

To calculate a grade point average, you must take into consideration the grade point value of grade achieved and the credit value of the course. To calculate the overall grade point average the following formula applies.

#### Step 1:

Take the credit value (6.0 for a full course and 3.0 for a half course) of each course and multiply it by the grade point value (see table).

#### Step 2:

Add the total credits taken to obtain your total credit value. Add the total grade point values to obtain your total grade points.

#### Step 3:

Divide the total grade point value by the total credits taken which will give you your overall grade point average

#### Example:

Course	Credit Value	Grade Point Value	Total Grade Points
SOWK 2030	6.0	x B =6	36
SOWK 2050	6.0	x B+ =7	42
SOWK 3110	3.0	x A =8	24
SOWK 3041	3.0	x B+ =7	21
SOWK 3060	6.0	x B =6	36
	24		159

(159 divided by 24 = 6.63(B) average)

#### Table:

Grade Value	Grade Point
A+	9
A	8
B+	7
B	6
C+	5
C	4
D+	3
D	2
E	1
F	0

**COURSE DESCRIPTIONS  
AND COURSE  
RECOMMENDATIONS FOR  
NON-SOWK (OUTSIDE)  
ELECTIVES**

# Social Work Course Descriptions

**PLEASE NOTE: NOT ALL COURSES ARE OFFERED IN EACH TERM**

## **AP/SOWK 1011 6.00 Introduction to Critical Social Work.**

Introduces the ethics, theories and practice of critical social work. Analyzes social issues and social policies that produce social inequalities and marginalization, and examines various advocacy and social change tools devoted to social justice. Exposes students to social work institutions, agencies, and networks and an understanding of political reflective professional practice. The everyday realities of social workers are understood in a historical, theoretical, and ethical framework. PRIOR TO FALL 2009: Course credit exclusions: AK/SOWK 1010 6.00, AK/SOWK 2000 6.00. **Note 1: This course requires the student to complete 40 hours of volunteer work in a Social Service setting. The student is responsible for finding their own agency. Note 2: Community College students who don't receive advanced standing (transfer credit) for AP/SOWK 1011 6.00 may take AP/SOWK 1011 6.00 as a co-requisite to AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00.**

## **AP/SOWK 2020 3.00 Addiction in Contemporary Society.**

*Introduction to the field of addictions. Based on the premise that the concept of addiction is socially constructed, the course will examine definitions of addiction, the relation of addiction to the state, treatment, recovery, and change and future directions in the field.* **Note 1: This course is offered on a full Internet basis. Note 2: Students are required to have access to a computer that is able to support the software requirements of the course. Note 3: This course does not count for major credit in social work. Note 4: This course is not open to social work majors. Course credit exclusions: None. Prior TO FALL 2009: Course credit exclusion: AK/SOWK 2020 3.00.**

## **AP/SOWK 2025 3.00 Eating Disorders: The Political, Social and Psychological Issues**

Eating disorders continue to plague large numbers of adolescent and adult women, and to a lesser extent men, compromising their health and ability to function in their daily lives. This course will introduce students to the political, social and psychological factors contributing to eating disorders, identify models of treatment and conclude with special topics such as athletes, sexual abuse and substance abuse. **Note 1: This course does not count as major credit in the social work. Note 2: This course is offered on a full Internet basis. Note 3: Students are required to have access to a computer that is able to support the software requirements of the course. Note 4: This course is not open to social work majors. Course credit exclusions: None. PRIOR TO FALL 2009: Course credit exclusion: AK/SOWK 2025 3.00..**

## **AP/SOWK 2030 6.00 Critical Perspectives on Society**

Provides a comprehensive, introductory knowledge base for social work studies by examining ideas about human nature and the relationship between the individual and society and structural social work theory. Emphasis is placed on critical reading and writing skills. Prerequisites for direct entry BSW majors: 18 credits in non-social work courses; AP/SOWK 1010 6.00. **Course credit exclusions: None. Prior TO FALL 2009: Prerequisites for direct entry BSW majors: 18 credits in non-social work courses; AK/SOWK 1010 6.00. Course credit exclusions: AK/SOWK 2030 6.00, AK/SOWK 3030 6.00 (prior to Summer 2002).**

## **AP/SOWK 2035 3.00 Current Issues in Mental Health**

Introduces students to fundamental issues and concepts with respect to mental health and community responses to mental health. Provides an opportunity for students to examine their own perspectives in relation to current debates and conflicting representations in the field. **Not open to: Social Work majors.** **Note 1: This course is offered on a full Internet basis. Note 2: Students are required to have access to a computer that is able to support the software requirements of the course. Course credit exclusions: None. Prior TO FALL 2009: Course credit exclusion: AK/SOWK 2035 3.00**

## **AP/SOWK 2050 6.00 Identity, Diversity and Anti-Discriminatory Practice**

Focuses on our diverse identities and the role of language, discourse and culture as a way of understanding ourselves. The role of systemic inequalities, especially experiences of oppression and privilege, is explored in relation to social work practice. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 18 credits in non-social work courses; AP/SOWK 1010 6.00. **Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 18 credits in non-social work courses; AK/SOWK 1010 6.00. Course credit exclusions: AK/SOWK 2050 6.00, AK/SOWK 3040 3.00 (prior to Summer 2002), AK/SOWK 3050 3.00 (prior to Summer 2002).**

**AP/SOWK 3041 3.00 Communication.**

The premise of this course is that communication is the foundation of social work practice. The course will rely on experiential learning in which attention is paid to the development of skilful attention, response and reflection within intentional change processes. **Note: Open only to social work majors. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Corequisite for direct entry BSW Honours majors: AP/SOWK 3060 6.00, AP/SOWK 3070 3.00 and AP/SOWK 3110 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Corequisite for direct entry BSW Honours majors: AK/SOWK 3060 6.00, AK/SOWK 3070 3.00 and AK/SOWK 3110 3.00. Course credit exclusions: AK/SOWK 3041 3.00, AK/SOWK 4040 3.00 (prior to Summer 2002).**

**AP/SOWK 3060 6.00 Integrated Social Work Practice.**

Explores the interconnections between structure, systems and people and the influence of power in shaping social services and social work practice. Practice examples will encourage an integrated understanding of micro and macro aspects of practice. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct BSW Honours majors: 30 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: **AP/SOWK 3041 3.00, AP/SOWK 3070 3.00 and AP/SOWK 3110 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct BSW Honours majors: 30 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: AK/SOWK 3041 3.00, AK/SOWK 3070 3.00 and AK/SOWK 3110 3.00. Course credit exclusions: AK/SOWK 3060 6.00, AK/SOWK 3550 3.00 (prior to Summer 1996).**

**AP/SOWK 3070 3.00 Foundations of Social Work Research.**

Introduces students to the basics of social work research. The course examines various research approaches, research designs relevant to social work. Translation of social work issues into researchable questions and designs will be discussed. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: AP/SOWK 3041 3.00, AP/SOWK 3060 6.00 and AP/SOWK 3110 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: AK/SOWK 3041 3.00, AK/SOWK 3060 6.00 and AK/SOWK 3110 3.00. Course credit exclusion: AK/SOWK 3070 3.00**

**AP/SOWK 3110 3.00 Policy Frameworks.**

Theoretical perspectives on the state's regulatory activities are examined with reference to Canadian welfare. Current social policy and its development in relation to major social interests are analyzed in light of a globalizing economy. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: AP/SOWK 3041 3.00, AP/SOWK 3060 6.00 and AP/SOWK 3070 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 30 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Corequisites for direct entry BSW Honours majors: AK/SOWK 3041 3.00, AK/SOWK 3060 6.00 and AK/SOWK 3070 3.00. Course credit exclusions: AK/SOWK 3110 3.00, AK/SOWK 4010 3.00 (prior to Summer 2002).**

**AP/SOWK 3530 3.00 Social Work with Groups.**

*This course will examine the theory and practice of social work with groups. An opportunity will be given to examine personal as well as interpersonal behaviour patterns as manifested in group situations.* **Prerequisite or corequisite for post-degree social work majors: AP/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree social work majors: AK/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00. Course credit exclusion: AK/SOWK 3530 3.00.**

**AP/SOWK 3560 3.00 Popular Theatre and Social Work: Setting the Stage for Change.**

*Explores the transformative power of popular theatre and its relevance to both micro and macro social work practice. Offers the student an opportunity to learn and develop popular theatre-based exercises and applies them to communities and populations.* **Prerequisites for direct entry BSW SOWK majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Prerequisites for non-SOWK majors: permission of the Director of the School of Social Work. Prerequisite or corequisite for post-degree social work majors: AP/SOWK 2030 6.00, AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisites for direct entry BSW SOWK majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Prerequisites for non-SOWK majors: permission of the Director of the School of Social Work. Prerequisite or corequisite for post-degree social work majors: AK/SOWK 2030 6.00, AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 3560 3.00.**

**AP/SOWK 3570 3.00 Social Work Practice, Racism, And Whiteness.**

*Examines the ways that everyday social work practices reflect and reproduce racism and whiteness. The course places particular emphasis on critical self-reflection.* **Prerequisite: Prerequisite or corequisite for postdegree social work majors: AP/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses, AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite: Prerequisite or corequisite for post-degree social work majors: AK/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses, AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 3570 3.00.**

**AP/SOWK 3580 3.00 Transnational Human Rights and Social Work Practice.**

*Uses a multidisciplinary approach to introduce students to the challenges and dilemmas of practicing social work within contested Canadian and transnational settings in which issues of human rights intersect with professional practice.* **Prerequisite or corequisite for postdegree social work majors: AP/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses, AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree social work majors: AK/SOWK 2030 6.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses, AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusions: AK/SOWK 3580 3.00. Cross-listed to: AP/HREQ 3580 3.00, AP/SOWK 3580 3.00.**

**AP/SOWK 3590 3.00 Walls to Bridges Program Elective: Women, Madness and Criminalization.**

*Based on the Inside-Out Prison Exchange Program model, this course brings third year social work students and incarcerated students together to study as peers at a local correctional facility. This process-oriented class emphasizes dialogue, collaboration, critical thinking and experiential learning. The course examines gender, sexuality, race, disability and class in relation to madness and criminalization. Please apply per department instructions. **Prerequisites: AP/SOWK 1011 6.00, AP/SOWK 2030 6.00, AP/SOWK 2050 6.00. Co-requisites: AP/SOWK 3060 6.00, AP/SOWK 3041 3.00. Open to: Third and Fourth year BSW students. Not open to: 1 st and 2nd year BSW students. Notes: Students with previous social work-related experience preferred.***

#### **AP/SOWK 4000 6.00 Practicum in Social Work I.**

Students integrate theory with practice by spending three designated days a week for one term in an agency setting with experienced and qualified field instruction. Emphasis is on orientation to the work of the agency and undertaking a set of well-defined responsibilities. **Note 1: The School of Social Work assumes responsibility for locating placements and contracting with the setting to provide a suitable learning experience. A student is required to complete a total of 700 hours in AP/SOWK 4000 6.00 and AP/SOWK 4001 6.00. 650 hours will be distributed across Practicum I and Practicum II and will be applied to actual time at the practicum setting with appropriate supervision. The remaining 50 hours includes the process of planning; researching and negotiating the practicum (see School of Social Work Practicum Manual for full details). Note 2: Students register in AP/SOWK 4000 6.00 upon confirmation of the placement during normal enrolment periods using the Web enrolment and registration system. Students must confirm acceptability of their field placement location with the School of Social Work before commencing the practicum. Please refer to the social work supplemental/school calendar, for Notes 3 to 8. Prerequisites for post-degree BSW Honours majors: AK/AP/SOWK 2030 6.00, AK/AP/SOWK 2050 6.00, AK/AP/SOWK 3041 3.00, AK/AP/SOWK 3060 6.00, AK/AP/SOWK 3070 3.00, and AK/AP/SOWK 3110 3.00. Prerequisite or Corequisite for post degree BSW Honours majors: AK/AP/SOWK 4020 3.00. Prerequisites for direct entry BSW Honours majors: 57 credits in non-social work courses; AK/AP/SOWK 1010 6.00, AK/AP/SOWK 2030 6.00, AK/AP/SOWK 2050 6.00, AK/AP/SOWK 3041 3.00, AK/AP/SOWK 3060 6.00, AK/AP/SOWK 3070 3.00 and AK/AP/SOWK 3110 3.00. Corequisite for direct entry BSW Honours majors: AK/AP/SOWK 4020 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Course credit exclusion: AK/SOWK 4000 6.00.**

#### **AP/SOWK 4001 6.00 Practicum in Social Work II.**

Students continue their three-day a week placement with increased responsibilities and expectations. At the end of the placement, students must be able to function as an entry-level social worker. **Note 1: AP/SOWK 4001 6.00 Practicum II is a continuation of the AP/SOWK 4000 6.00 Practicum I setting (see Note 1, AP/SOWK 4000 6.00). Students are expected to attend integrated seminars at the school, presentations and other seminars as required, and to complete assignments as detailed in the practicum manual. Note 2: Students register in AP/SOWK 4001 6.00 during normal enrolment periods using the Web enrolment and registration system. Note 3: A student may withdraw only once from AP/SOWK 4001 6.00 and still be considered a candidate for the BSW degree. The authorization of the second practicum will be at the discretion of the Director of Field Education. Note 4: Post-degree BSW Honours majors normally complete the practicum requirement by spending two to five days per week in their field placement. While the student's performance is evaluated jointly by the field instructor and faculty adviser, the School of Social Work determines whether the student has met the requirements which determine a passing grade. Direct entry BSW Honours majors are expected to spend three days per week in the field. Note 5: Open only to students in the direct entry BSW Honours and post-degree BSW Honours programs. Prerequisites for post-degree BSW Honours majors: AP/SOWK 2030 6.00, AP/SOWK 2050 6.00, AP/SOWK 3041 3.00, AP/SOWK 3060 6.00, AP/SOWK 3070 3.00 and AP/SOWK 3110 3.00. Pre or Corequisite for post-degree BSW Honours majors: AP/SOWK 4000 6.00, AP/SOWK 4020 3.00. Prerequisites for direct entry BSW Honours majors: 57 credits in non-SOWK courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00, AP/SOWK 2050 6.00, AP/SOWK 3041 3.00, AP/SOWK 3060 6.00, AP/SOWK 3070 3.00, AP/SOWK 3110 3.00, AP/SOWK 4000 6.00 and AP/SOWK 4020 3.00. Course credit exclusion: AK/SOWK 4001 6.00 (prior to Fall 2009).**

#### **AP/SOWK 4020 3.00 Issues in the Study of the Welfare State: Power, Organization and Bureaucracy.**

*Studies the organizational structures of agencies in the public and voluntary sector. Issues of social control, managerial structures, processes and administrative practices are examined against the background of people's location within class, gender and race differentiated groups. Note: Open only to students in the direct entry BSW Honours and post-degree BSW Honours programs. Prerequisites for post-degree BSW Honours majors: AP/SOWK 2030 6.00, AP/SOWK 2050 6.00, AP/SOWK 3041 3.00, AP/SOWK 3060 6.00, AP/SOWK 3070 3.00 and AP/SOWK 3110 3.00. Prerequisites for direct entry BSW Honours majors: 57 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00, AP/SOWK 2050 6.00, AP/SOWK 3041 3.00, AP/SOWK 3060 6.00, AP/SOWK 3070 3.00 and AP/SOWK 3110 3.00. Corequisite for direct entry BSW Honours majors: AP/SOWK 4000 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisites for post-degree BSW Honours majors: AK/SOWK 2030 6.00, AK/SOWK 2050 6.00, AK/SOWK 3041 3.00, AK/SOWK 3060 6.00, AK/SOWK 3070 3.00 and AK/SOWK 3110 3.00. Prerequisites for direct entry BSW Honours majors: 57 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00,*

AK/SOWK 2050 6.00, AK/SOWK 3041 3.00, AK/SOWK 3060 6.00, AK/SOWK 3070 3.00 and AK/SOWK 3110 3.00. Corequisite for direct entry BSW Honours majors: AK/SOWK 4000 6.00. Course credit exclusions: AK/SOWK 4020 3.00, AK/SOWK 4030 6.00 (prior to Summer 1996), AK/SOWK 4050 6.00 (prior to Summer 1996).

**AP/SOWK 4041 3.00 Advanced Communication in Social Work Practice.**

*Offers advanced communication and use of self skills for social work practice with individuals, groups, communities and policy settings. Provides in-depth experiential learning and critical reflection on the tensions between professional mandates and the use of democratic participatory communication skills.* Prerequisites for post degree BSW Honours majors: AP/SOWK 2030 6.00, AP/SOWK 3041 3.00. Corequisite for post degree BSW (Honours) majors: AP/SOWK 3060 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00, AP/SOWK 2050 6.00 and AP/SOWK 3041 3.00. Corequisite for direct entry BSW Honours majors: AP/SOWK 3060 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisites for post degree BSW Honours majors: AK/SOWK 2030 6.00 and AK/SOWK 3041 3.00. Corequisite for post degree BSW (Honours) majors: AK/SOWK 3060 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00, AK/SOWK 2050 6.00 and AK/SOWK 3041 3.00. Corequisite for direct entry BSW Honours majors: AK/SOWK 3060 6.00. Course credit exclusion: AK/SOWK 4041 3.00.

**AP/SOWK 4070 3.00 Data Analysis.**

This course is designed to provide students with a range of methods for analyzing social work research data. It introduces basic concepts and techniques of quantitative and qualitative data analysis that can be employed in social work research. Prerequisites for post-degree social work majors: AP/SOWK 2030 6.00, AP/SOWK 3070 3.00. Prerequisites for direct entry social work majors: 42 credits in nonsocial work courses; AP/SOWK 1010 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisites for post-degree social work majors: AK/SOWK 2030 6.00, AK/SOWK 3070 3.00. Prerequisites for direct entry social work majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00. Course credit exclusions: AK/SOWK 4070 3.00, AK/SOWK 4080 6.00 (prior to Summer 2002).

**AP/SOWK 4100 3.00 Mental Health and Social Work.**

*This course will focus on the impact of mental illness and developmental and life crisis problems of individuals, families and groups. Services for meeting mental health needs, skills in assessing mental health problems and effective preventive programs will be examined.* Prerequisite or corequisite for postdegree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4100 3.00.

**AP/SOWK 4120 3.00 Contemporary Issues in Professional Practice.**

A joint faculty student seminar critically examines the roles, value conflicts and dilemmas, assumptions and goals of professional practice. Problems of definition, community expectations and relationships with other professional and non-professional groups, are examined. Prerequisite or Corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or Corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4120 3.00.

**AP/SOWK 4130 3.00 Social Work with Immigrants and Refugees.**

*This course analyzes Canadian immigration policy and demographics, explores experiences of refugees and immigrants and exposes students to practice skills and knowledge required for work with these populations.* Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social

work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4130 3.00.

**AP/SOWK 4140 3.00 Social Advocacy.**

*Explores the relationship between social work practice and broader social movements. Critical theory is used to explore systemic inequalities. Skills needed for social action, political participation and building social movements are taught. Prerequisite or corequisite: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4140 3.00.*

**AP/SOWK 4150 3.00 Violence in Families.**

*Integrates theoretical and practical perspectives on violence in the family. A primary focus is working with survivors of violence. Emphasis is given to interventions with women and children. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4150 3.00.*

**AP/SOWK 4160 3.00 Social Work Professional Development Skills.**

*The premise of this course is to develop professional skills that are requisite to good social work practice. This course encompasses writing, assessment, referral, meeting, public speaking, networking, advocacy and collaboration skills to prepare students in a professional administrative capacity. Prerequisites: AP/SOWK 2050 6.00, AP/SOWK 3041 3.00. Pre/Corequisites: AP/SOWK 3060 6.00, AP/SOWK 3110 3.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisites: AK/SOWK 2050 6.00, AK/SOWK 3041 3.00. Pre/Corequisites: AK/SOWK 3060 6.00, AK/SOWK 3110 3.00. Course credit exclusion: AK/SOWK 4160 3.00.*

**AP/SOWK 4210 3.00 Directed Readings/Special Studies.**

*Students will do supervised study in a selected area. Those wishing to enrol should contact an instructor willing to supervise their study, draw up a study plan and complete the directed reading contract available from the SOWK office. Students may take only three credits in a directed reading course to fulfill BSW degree requirements. Prerequisite or corequisite for postdegree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4210 3.00.*

**AP/SOWK 4220 3.00 Community Social Work.**

*This course will examine the theoretical frameworks and contemporary practice of what is generally considered "community work". Community includes geographic settings and groups with a shared attribute and/or interest. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4220 3.00.*

**AP/SOWK 4230 3.00 Social Construction of Aging and Social Work.**

*In the 21st century, Canadians will observe a rapid growth of an ethnically and racially diverse older population. Social workers need to create changes in institutions and practice. Assists students in developing praxis in gerontological social work. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-*

degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4230 3.00.

**AP/SOWK 4240 3.00 Social Policy and Services Concerning Disability.**

From a policy and a social work practice perspective, this course will examine the social services provisions for individuals with developmental disabilities. The emphasis may vary year to year from physical to developmental disabilities. **Prerequisite or corequisite for postdegree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4240 3.00.**

**AP/SOWK 4250 3.00 Sexual Diversity in Contemporary Social Work Practice.**

Explores issues of sexual diversity within a socio-historicalpolitical context applicable to direct social work practice. Examines practice issues working with sexual minorities particularly gay, lesbian and bisexual persons. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4250 3.00.**

**AP/SOWK 4270 3.00 Indigenous Peoples and Canadian Social Welfare Policy: Reflecting on Relationship**

Provides an introductory background to the historical and contemporary factors which directly influence the context of social welfare and social work practice in First Nations' communities in Canada, with a special emphasis on those in Ontario. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4270 3.00.**

**AP/SOWK 4290 3.00 The Family in Social Work**

*This course will focus on changing family patterns and on their relevance for social work family theory and practice. Different techniques of family intervention systems and programs will be analyzed.* **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4290 3.00.**

**AP/SOWK 4330 3.00 Social Work and the Law**

This course will examine the converging roles of the legal and social work professions, the basis of our legal system, legal procedures, our court system and court procedures including giving testimony as witness and expert witness, administrative law and appeals, and contemporary social issues such as legal needs of native people, the aged, the disabled and recent immigrants. Practice of social workers in legal settings will be emphasized. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisite for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisite for direct entry BSW Honours majors: 42 credits in non-SOWK courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4330 3.00.**

**AP/SOWK 4350 3.00 Poverty, Equality and Social Justice**

Examines the relationship between the structure and conditions of inequality that differentiate people's access to material resources and the quality of their life. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4350 3.00.**

**AP/SOWK 4380 3.00 Child Welfare Policies and Services**

This integrated policy and practice course will examine the legislation and programs bearing on the provision for children. Social work methods, skills and techniques in working with children will be emphasized. **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4380 3.00.**

**AP/SOWK 4450 3.00 International Social Work**

Examines the context of international social work from an anti-imperialist perspective and provides an understanding of issues for practice. Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. **Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4450 3.00.**

**AP/SOWK 4460 3.00 Addictions**

*This course will examine and critically analyze the current issues related to policy, treatment and research in the field of alcohol and drug dependence. While the course will consider multidisciplinary approaches to the problem of chemical dependence, it will emphasize the social worker's role within a range of hospital and agency settings.* **Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in non-social work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusion: AK/SOWK 4460 3.00.**

**AP/SOWK 4470 3.00 Family Mediation**

*Integrate(s) the conceptual framework and skills that guide mediation and conflict resolution with theories of the Family and practice intervention.* Prerequisite or corequisite for post-degree BSW Honours majors: AP/SOWK 2030 6.00. **Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Note: Credit for AP/SOWK 4470 3.00 is given in the Dispute Resolution Certificate. Open to: Students in the BSW program. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Note: Credit for AK/SOWK 4090 3.00 and AK/SOWK 4470 3.00 is given in the Dispute Resolution Certificate. Open to: Students in the BSW program. Course credit exclusions: AK/SOWK 4090N 3.00 (prior to Summer 2005), AK/SOWK 4470 3.00.**

**AP/SOWK 4480 3.00 Ethics and Social Work Practices.**

*A critical examination of philosophical and ethical theories will stimulate reflection of values and ethical decision-making in social work. This course will include analysis of case studies from practice and will direct the examination and assessment of professional actions.* **Prerequisite or corequisite for postdegree BSW Honours majors: AP/SOWK 2030 6.00. Prerequisites for direct entry BSW**

Honours majors: 42 credits in non-social work courses; AP/SOWK 1010 6.00, AP/SOWK 2030 6.00 and AP/SOWK 2050 6.00. Course credit exclusions: None. PRIOR TO FALL 2009: Prerequisite or corequisite for post-degree BSW Honours majors: AK/SOWK 2030 6.00. Prerequisites for direct entry BSW Honours majors: 42 credits in nonsocial work courses; AK/SOWK 1010 6.00, AK/SOWK 2030 6.00 and AK/SOWK 2050 6.00. Course credit exclusions: AK/SOWK 4200L 3.00 (prior to Summer 1996), AK/SOWK 4480 3.00.

**Special Permission Courses**

1. **AP/SOWK 4000 6.0** - Practicum in Social Work I (*see description attached*)
2. **AP/SOWK 4001**- Practicum in Social Work II (*see description attached*)
3. **AP/SOWK 44020- Practicum in Social Work II**
4. **AP/SOWK 4210 3.0** - Directed Reading / Special Studies (*see contract attached*)

To register in these courses, students require special permission to be issued by the School Administrative Staff.

**School of Social Work  
York University**

**DIRECT-ENTRY BACHELOR OF SOCIAL WORK (BSW) PROGRAM  
2014 - 2015  
Recommended Non-Social Work Electives**

It is the student's responsibility to ensure that courses chosen in respect to general educational requirements and non-social work electives meet all program and degree requirements.

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Please pay special attention to prerequisites that must be completed prior to registering into certain courses (*if applicable*). Prerequisites are published in the Undergraduate Calendar.

See <http://calendars.registrar.yorku.ca/> for further details.

**General Educational Requirements:**

The General Education courses list begins as of FW14 and onwards

If you have logged in through Passport York and are a current student, then General Education courses for your Faculty and degree will automatically be shown for the Session you choose. If you wish to see General Education courses for another Faculty/degree, then please logout of Passport York, and return to the link provided to make your selection.

If your Faculty/degree does not currently have data available, please consult the Undergraduate Calendar for the approved General Education course list.

Please choose a session to begin your search. If available, choose a Faculty and a degree type. Please note that courses are shown only if offered in the session selected.

**BSW DIRECT-ENTRY HONOURS**

**Approved 2015 General Education Requirements Course List**

<https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/18/wo/6KXYtU7Js0bRjsVGQpiUt0/5.1.10.9>

Course	Title	General Education Details
AP/ANTH 1120 6.00	Making Sense of a Changing World: Anthropology Today	Approved SOSC General Education course for AP
AP/CDNS 1200 9.00	Contexts of Canadian Culture	Approved HUMA General Education course for AP
AP/CDNS 1740 6.00	The Roots of Modern Canada	Approved HUMA General Education course for AP
AP/EN 1201 9.00	The Literary Imagination	Approved HUMA General Education course for AP
AP/EN 1202 9.00	Satire	Approved HUMA General Education course for AP
AP/ESL 1000 9.00	Canadian Language and Culture	Approved HUMA General Education course for AP
AP/ESL 1450 6.00	Thinking about Contemporary Canada	Approved HUMA General Education course for AP
AP/GEOG 1000 6.00	The World Today: An Introduction to World Geography	Approved SOSC General Education course for AP
AP/GER 1790 9.00	Nationalism, Authority and Resistance: Perspectives on German Culture and Society	Approved HUMA General Education course for AP

AP/GWST 1501 9.00	Introduction to Gender and Women's Studies	Approved SOSC General Education course for AP
AP/HIST 1095 6.00	Streetlife: The Culture and History of European Cities	Approved HUMA General Education course for AP
AP/HREQ 1040 6.00	Power and Society: Critical Issues in Social Science	Approved SOSC General Education course for AP
AP/HREQ 1700 6.00	Women in Canada	Approved SOSC General Education course for AP
AP/HREQ 1710 6.00	People in Society	Approved SOSC General Education course for AP
AP/HREQ 1720 6.00	Social, Political and Economic Themes in Western Civilization	Approved SOSC General Education course for AP
AP/HREQ 1730 6.00	Urbanization and Urban Issues	Approved SOSC General Education course for AP
AP/HREQ 1740 6.00	Work and Society	Approved SOSC General Education course for AP
AP/HREQ 1760 6.00	Introduction to the Political Economy of Canada	Approved SOSC General Education course for AP
AP/HREQ 1800 6.00	Childhood and Society	Approved SOSC General Education course for AP
AP/HREQ 1880 6.00	Social Change in Canada	Approved SOSC General Education course for AP
AP/HREQ 1900 6.00	Sexuality, Gender and Society	Approved SOSC General Education course for AP
AP/HREQ 1910 6.00	The Global South, Human Rights, and Development	Approved SOSC General Education course for AP
AP/HREQ 1920 6.00	Male-Female Relationships	Approved SOSC General Education course for AP
AP/HREQ 1930 6.00	Health and Equity	Approved SOSC General Education course for AP
AP/HREQ 1940 6.00	Ontario: Problems and Prospects	Approved SOSC General Education course for AP
AP/HREQ 1950 6.00	Prospects and Perils in the 21st Century	Approved SOSC General Education course for AP
AP/HREQ 1960 6.00	Indigenous Resistance in Global Contexts	Approved SOSC General Education course for AP
AP/HUMA 1100 9.00	Worlds of Ancient Greece and Rome	Approved HUMA General Education course for AP
AP/HUMA 1105 9.00	Myth and Imagination in Ancient Greece and Rome	Approved HUMA General Education course for AP
AP/HUMA 1110 9.00	Greek and Biblical Traditions	Approved HUMA General Education course for AP
AP/HUMA 1125 9.00	Civilization of Medieval and Renaissance Europe	Approved HUMA General Education course for AP
AP/HUMA 1160 9.00	The Enlightenment and Human Understanding	Approved HUMA General Education course for AP
AP/HUMA 1170 9.00	The Modern Age: Shapers and Definers	Approved HUMA General Education course for AP
AP/HUMA 1190 9.00	Nationalism, Authority and Resistance: Perspectives on German Culture and Society	Approved HUMA General Education course for AP
AP/HUMA 1200 9.00	Contexts of Canadian Culture	Approved HUMA General Education course for AP

AP/HUMA 1220 9.00	Canadian Language and Culture	Approved HUMA General Education course for AP
AP/HUMA 1250 6.00	Diaspora communities and global cultures: Literature, arts, and imagination	Approved HUMA General Education course
AP/HUMA 1300 9.00	The Cultures of Resistance in the Americas: The African American Experience	Approved HUMA General Education course
AP/HUMA 1400 9.00	Culture and Society in East Asia	Approved HUMA General Education
AP/HUMA 1420 9.00	Introduction to Korean Culture	Approved HUMA General Education course
AP/HUMA 1435 9.00	Japanese Culture, Literature and Film	Approved HUMA General Education course
AP/HUMA 1625 9.00	Fantasy and Topographies of Imagination	Approved HUMA General Education course
AP/HUMA 1700 9.00	Writing: Theory and Practice	Approved HUMA General Education course
AP/HUMA 1710 6.00	The Roots of Western Culture. The Ancient World (circa 1000 BC-400 AD)	Approved HUMA General Education course
AP/HUMA 1720 6.00	The Roots of Western Culture. The Modern Period (circa 1500-1900)	Approved HUMA General Education course
AP/HUMA 1740 6.00	The Roots of Modern Canada	Approved HUMA General Education course
AP/HUMA 1745 6.00	Thinking about Contemporary Canada	Approved HUMA General Education course
AP/HUMA 1761 9.00	Italian Cinema, Literature and Society	Approved HUMA General Education
AP/HUMA 1770 6.00	One World: Historical and Cultural Perspectives of Globalization	Approved HUMA General Education course
AP/HUMA 1780 6.00	Stories in Diverse Media	Approved HUMA General Education course
AP/HUMA 1825 9.00	Law and Morality	Approved HUMA General Education course
AP/HUMA 1840 9.00	Existence, Freedom and Meaning: The Idea of Human in European Thought	Approved HUMA General Education course
AP/HUMA 1845 6.00	Islamic Traditions	Approved HUMA General Education course
AP/HUMA 1846 6.00	India: Life, Culture and the Arts	Approved HUMA General Education course
AP/HUMA 1850 6.00	The Bible and Modern Contexts	Approved HUMA General Education course
AP/HUMA 1860 6.00	The Nature of Religion: An Introduction	Approved HUMA General Education course
AP/HUMA 1865 6.00	Introduction to World Religions	Approved HUMA General Education course
AP/HUMA 1875 9.00	Christianity in Context	Approved HUMA General Education course
AP/HUMA 1880 6.00	The Jewish Experience: Symbiosis and Rejection	Approved HUMA General Education course
AP/HUMA 1900 9.00	Introduction to Traditional and Popular Culture	Approved HUMA General Education course
AP/HUMA 1905 9.00	Dangerous Visions, Brave New Worlds: The Science Fiction Culture and Our Scientific Age	Approved HUMA General Education course
AP/HUMA 1910 9.00	Science and the Humanities: Nature and Human Nature	Approved HUMA General Education course
AP/HUMA 1950 6.00	Concepts of Male and Female in the West	Approved HUMA General Education course
AP/HUMA 1951 9.00	Introduction to Gender: History, Culture and Ideology	Approved HUMA General Education course
AP/HUMA 1971 9.00	Understanding Children and Youth	Approved HUMA General Education course
AP/IT 1761 9.00	Italian Cinema, Literature and Society	Approved HUMA General Education course
AP/IT 1791 9.00	Italians in North America: Migration, Immigration, and Beyond	Approved SOSC General Education course
AP/IT 2751 9.00	Aspects of Italian Culture	Approved HUMA General Education course
AP/MODR 1730 6.00	Reasoning About Social Issues	Approved SOSC General Education course
AP/MODR 1760 6.00	Reasoning About Morality and Values	Approved HUMA General Education course
AP/MODR 1770 6.00	Techniques of Persuasion	Approved HUMA or SOSC General Education course

AP/SOSC 1000 9.00	Introduction to Social Science	Approved SOSC General Education course for AP
AP/SOSC 1009 9.00	Introduction to Social Science (ESL)	Approved SOSC General Education course
AP/SOSC 1012 9.00	Understanding Social Theory	Approved SOSC General Education course
AP/SOSC 1040 6.00	Power and Society: Critical Issues in Social Science	Approved SOSC General Education course
AP/SOSC 1130 9.00	International Migration	Approved SOSC General Education course
AP/SOSC 1139 9.00	International Migration (ESL)	Approved SOSC General Education course
AP/SOSC 1140 9.00	Self, Culture and Society	Approved SOSC General Education course
AP/SOSC 1185 9.00	Women and Society	Approved SOSC General Education course
AP/SOSC 1200 9.00	Canadian Problems	Approved SOSC General Education course
AP/SOSC 1340 9.00	Introduction to Business and Society	Approved SOSC General Education course
AP/SOSC 1341 9.00	Introduction to the Social Economy	Approved SOSC General Education course
AP/SOSC 1349 9.00	Introduction to Business and Society (ESL)	Approved SOSC General Education course
AP/SOSC 1350 9.00	Gender and the Law	Approved SOSC General Education course
AP/SOSC 1430 9.00	Introduction to International Development Studies	Approved SOSC General Education course
AP/SOSC 1439 9.00	Introduction to International Development Studies (ESL)	Approved SOSC General Education course
AP/SOSC 1510 9.00	The Future of Work	Approved SOSC General Education course
AP/SOSC 1510 6.00	The Future of Work	Approved SOSC General Education course
AP/SOSC 1520 9.00	Markets and Democracy: The Development of Industrial Society	Approved SOSC General Education course
AP/SOSC 1700 6.00	Women in Canada	Approved SOSC General Education course
AP/SOSC 1710 6.00	People in Society	Approved SOSC General Education course
AP/SOSC 1720 6.00	Social, Political and Economic Themes in Western Civilization	Approved SOSC General Education course
AP/SOSC 1730 6.00	Urbanization and Urban Issues	Approved SOSC General Education course
AP/SOSC 1731 9.00	CyberCities: The Community and Communication in Changing Urban Areas	Approved SOSC General Education course
AP/SOSC 1732 9.00	The Culture of Cities	Approved SOSC General Education course
AP/SOSC 1740 6.00	Work and Society	Approved SOSC General Education course
AP/SOSC 1750 9.00	Development of Urban Economies: Comparing Canada and the Third World	Approved SOSC General Education course
AP/SOSC 1760 6.00	Introduction to the Political Economy of Canada	Approved SOSC General Education course
AP/SOSC 1800 6.00	Childhood and Society	Approved SOSC General Education course
AP/SOSC 1801 6.00	Health Controversies: Issues of Health, Illness and Society	Approved SOSC General Education course
AP/SOSC 1809 6.00	Health Controversies: Issues of Health, Illness and Society (ESL)	Approved SOSC General Education course
AP/SOSC 1880 6.00	Social Change in Canada	Approved SOSC General Education course
AP/SOSC 1900 6.00	Sexuality, Gender and Society	Approved SOSC General Education course
AP/SOSC 1910 6.00	The Global South, Human Rights, and Development	Approved SOSC General Education course
AP/SOSC 1920 6.00	Male-Female Relationships	Approved SOSC General Education course
AP/SOSC 1930 6.00	Health and Equity	Approved SOSC General Education course
AP/SOSC 1940 6.00	Ontario: Problems and Prospects	Approved SOSC General Education course

AP/SOSC 1950 6.00	Prospects and Perils in the 21st Century	Approved SOSC General Education course
AP/SOSC 1960 6.00	Indigenous Resistance in Global Contexts	Approved SOSC General Education course
AP/SXST 1600 9.00	Introduction to Sexuality Studies	Approved HUMA General Education course
AP/SXST 1601 6.00	Introduction to Sexuality Studies	Approved HUMA General Education course
AP/WRIT 1700 9.00	Writing: Theory and Practice	Approved HUMA General Education course
GL/MODR 1711 6.00	Critical Thinking	Approved HUMA General Education course
GL/MODR 1716 6.00	Logique formelle et informelle	Approved HUMA General Education course
GL/NATS 1500 6.00	Nutrition, santé et société	Approved NATS General Education course
GL/NATS 1605 6.00	Communication, Health and Environment	Approved NATS General Education course
GL/NATS 1770 6.00	Heredity and Society	Approved NATS General Education course
GL/NATS 1890 6.00	Introduction to the Science, Technology and Society	Approved NATS General Education course
SC/NATS 1610 6.00	The Living Body	Approved NATS General Education course
SC/NATS 1650 6.00	Human Anatomy for the Fine Arts	Approved NATS General Education course
SC/NATS 1660 6.00	The Biology of Sex	Approved NATS General Education course
SC/NATS 1670 6.00	Concepts in Human Health and Disease	Approved NATS General Education course
SC/NATS 1675 6.00	Human Development	Approved NATS General Education course
SC/NATS 1690 6.00	Evolution	Approved NATS General Education course
SC/NATS 1700 6.00	Computers, Information and Society	Approved NATS General Education course
SC/NATS 1730 6.00	Scientific Change	Approved NATS General Education course
SC/NATS 1740 6.00	Astronomy	Approved NATS General Education course
SC/NATS 1745 6.00	History of Astronomy	Approved NATS General Education course
SC/NATS 1750 6.00	The Earth and Its Atmosphere	Approved NATS General Education course
SC/NATS 1760 6.00	Science, Technology and Society	Approved NATS General Education course
SC/NATS 1775 6.00	Technology and Civilization	Approved NATS General Education course
SC/NATS 1780 6.00	Weather and Climate	Approved NATS General Education course
SC/NATS 1810 6.00	Energy	Approved NATS General Education course
SC/NATS 1840 6.00	Science, Technology and the Environment	Approved NATS General Education course
SC/NATS 1850 6.00	Science and Pseudoscience	Approved NATS General Education course
SC/NATS 1860 6.00	Science: Past, Present and Future	Approved NATS General Education course
SC/NATS 1870 6.00	Understanding Colour	Approved NATS General Education course
SC/NATS 1880 6.00	Life Beyond Earth	Approved NATS General Education course
SC/NATS 1920 6.00	The Nature and Growth of Ideas in Mathematics	Approved NATS General Education course
SC/NATS 1945 6.00	Physics and Technology for Future World Leaders	Approved NATS General Education course

**IMPORTANT:**

- **If social work students decide to take non-social work courses outside of the Faculty of Liberal Arts and Professional Studies, Please remember to consult the course descriptions for course credit exclusions. For further details see:**  
<https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm>

## BSW (Direct Entry) Honours Major with Minor In non-Social Work Discipline

The Direct Entry Honours program in Social Work (BSW) may be pursued jointly with any Honours minor bachelor program that offers a minor option. Refer to programs of study.

### NOTE:

- In a major/minor program, a course may count **only once** toward major credit or minor credit.
- Student must complete at least 60 credits in the social work major and at least 30 credits in the minor in conformity with the requirements of the program minor.
- At least 12 credits in the major and at least 6 credits in the minor must be at the 4000 level. Refer to the BSW Honours (Direct Entry: [http://calendars.registrar.yorku.ca/2015-2016/programs/social\\_work.htm](http://calendars.registrar.yorku.ca/2015-2016/programs/social_work.htm)) program for social work major requirements.
- Students are reminded that, in conformity with the requirements for the BSW Direct Entry degree program, they must complete a total of at least 36 credits outside the major.
- These credits include the requirements of the minor.

Website: [http://calendars.registrar.yorku.ca/2014-2015/faculty\\_programs/AP/social\\_work.htm](http://calendars.registrar.yorku.ca/2014-2015/faculty_programs/AP/social_work.htm)

## Elective Credits: Required Courses Outside Social Work

**Credits outside the Major:** Required courses outside Social Work (Free Choice Credits)

- Credits outside the major are courses which are intended to provide academic diversity and broaden the educational experience of students beyond their area of specialization.
- Credits outside the major include most courses which are not used to fulfill the general education requirements or major/minor requirements.
- Please refer to programs of study section <http://calendars.registrar.yorku.ca/> for program specific information.
- Courses which are not considered for the credits outside the major requirement:
  - a. Major/minor courses taken above the required number, non-major/minor courses taken within the major/minor subject (e.g. AP/FR 1020 6.00 is a non-major French course);
  - b. Courses outside the major/minor taken to fulfill major/minor requirements;
  - c. Courses which are cross-listed or designated as course substitutes to courses offered by the major/minor program (e.g. SC/MATH 1530 3.00 is cross-listed to AP/ECON 1530 3.00).

Cross-listed courses can only be used once, either toward the major or outside the major.



## Social Work 4210 3.0, Directed Reading Guidelines

This 3 credits course is offered to students who wish to do supervised study in a selected area either not covered by the curriculum or not currently offered through the available curriculum at the School of Social Work.

Subject to the approval of the supervising faculty and the school director or delegate, a student wishing to follow a course in directed reading must develop a brief proposal that defines a thesis or question that s/he wishes to explore, together with clear objectives and proposed readings.

Although this is an individualized form of study, the following course assignments developed in consultation with the faculty supervisor are required:

- An annotated bibliography of approximately 24 sources that may include books, periodicals and web-sites;
- A proposal for a major term assignment that outlines in detail the proposed topic or thesis and how the student intends to structure the paper or assignment; and
- A major paper or assignment (papers must be about 20 pages in length)

**PLEASE COMPLETE THE FOLLOWING  
DIRECTED READING APPLICATION FORM!**



## Directed Reading Application Form

### Regulations & Guidelines:

Students who are pursuing directed reading courses may do so after having successfully completed (passed) 24 credits in the Faculty of Liberal Arts and Professional Studies. The Faculty provides for such independent reading courses which are subject to the guidelines of the departments and schools, and to the following regulations:

- The maximum permissible number of directed reading courses depends on a student's degree option and availability.
- Students in Honours programs may take 24 credits; Students in a bachelors program may take 18 credits.
- Within their last 30 credits, students may take a maximum of 12 credits in directed reading courses.
- Students may take a maximum of 12 credits of directed reading courses with the same faculty member.

In addition to the above, approval of directed reading courses are subject to Departmental/School guidelines. It is the responsibility of the student to contact the relevant Department/School in order to ensure that they fulfill Departmental/School regulations.

**Application Deadline:** Applications are due by the "last date to enroll without permission of course instructor" as per the published sessional dates for the term in question (<http://www.registrar.yorku.ca/enroll/dates/index.htm>).

### Student Information: *(please print clearly)*

**Student Name:**

**Student Number:**  **Year Level of Student:**   
 (Number of credits successfully completed)

**Phone Number:**   Home  Cell  Work

*If required by the Department/School, please attach a list of completed courses and courses in progress to this application form.*

### Course Information: *(please print clearly)*

**Department/School:**

**Faculty:**  **Rubric:**  **Course #:**  **Credit Value:**

e.g. ANTH

**Effective Term:**  **Catalogue Number:**

### Course Title:

This title will appear on your York University Transcript.

**Maximum 40 characters, including Punctuation and spaces.**

### Brief Course Description:

This course description should be carefully Written to convey what the course is

about. For editorial consistency, verbs should be in the present tense.

**Maximum 40 characters or 200 characters.**

Please note that some Departments/Schools require an expanded course description before approval. If applicable, please attach an expanded course description to this application form.

**Representative Bibliography:**

Please list books, essays, articles, films, etc. that will be used as reference materials for this course. If the space provided is not adequate, please attach a separate sheet to this Application Form.

**Evaluation:**

Please provide a description of the basis evaluation for the course, including the type, percentage value, and due dates of each assignment.

**Instruction:**

Please indicate the frequency of meetings between the student and supervisor(s).

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<b>Name of Supervisor (<u>please print</u>)</b>	<b>Supervisor's Signature</b>	<b>Date</b>
<b>Name of Student (please print)</b>	<b>Student's Signature</b>	<b>Date</b>
<b>Name of Chair or Undergraduate Program Director (please print)</b>	<b>Chair or Undergraduate Program Director's Signature</b>	<b>Date</b>

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# **THE PRACTICUM PROCESS**

# OVERVIEW OF THE PLACEMENT PROCESS

***\*Students are strongly advised to go to the School of Social Work website and view the Practicum Manual online\****

The Practicum is an undergraduate course that is a core requirement of the Bachelor of Social Work (Honours). However, this course is administered differently than other undergraduate courses - students must submit an application, satisfy eligibility requirements and successfully negotiate a placement through the Field Education Office in order to participate in the course.

There are **NO** exemptions from the Field Placement requirements in the York Program.

Since students **cannot** qualify to participate in the placement until they have **completed Practicum Pre-requisites including the core courses**, it is expected that the practicum courses will be one of the last courses that students participate in. Practicums are completed in the final year of study. **Note: The following Social Work required courses (1011, 2030, 2050, 3041, 3060, 3070, 3110 and 57 credits outside of Social Work)** must be completed before starting practicums.

Successfully negotiating a placement and working towards a successful placement experience is not only important to placement students-it is important to the Field Education Office and the School. The success of our students exemplifies the foundation of our mission statement and the processes that have been set in place in order to achieve our goals.

There is only one field placement for B.S.W. students. Therefore, the planning process is critical for a successful experience. The process is a collaborative one between the student and the Field Education Office. The student participates in choosing a placement agency by researching possible placement sites, completing a placement application, providing a current résumé, attending Orientation Sessions and other events hosted by the School pertaining to placement and collaborating with the Field Education Office. Students are encouraged to discuss with the Assistant Field Education Coordinator their questions or concerns about identifying and securing a field placement. All placements must be approved by the Field Education Manager before they can be confirmed. As a result, it is imperative that students work in close consultation with the Field Education office while planning for their placement.

Students have access to available information on placement agencies and choose settings which correspond to their interests and desired experiences. After careful consideration, the Field Education Office Staff consults with the agency as prioritized by the student and an interview is subsequently arranged between the student and prospective Field Instructor. The student and Field Instructor decide on suitability, and if mutually agreeable, the placement is secured and other arrangements proceed.

Students are advised to research agencies by perusing materials such as the Internet Blue Book and the School of Social Work Field Agency Database which is found on the website [www.yorku.ca/laps/sowk/](http://www.yorku.ca/laps/sowk/).

The Field Education Office Staff continuously works to secure the best placement opportunities for all students. Students are advised to follow the outlined procedures. **In many cases, agency representatives prefer to be contacted by Field Education Office staff so, it is best if students consult with the Assistant Field Education Coordinator before contacting any agencies on their own.**

## **A. ORIENTATION SESSIONS**

### **Direct Entry Undergraduate Program**

Direct Entry students are:

- a) Students who have been accepted into the program directly from High School;
- b) Mature students who have not had any post secondary education but have been in the field for some time;
- c) Students who have completed a college diploma in a field such as social service work, community development or youth and child care work.

In their first year of studies, students are given an opportunity to volunteer for forty (40) hours as a requirement of the 1011 course (student's admitted with a college diploma are exempt from the course).

Direct Entry students will begin the practicum in September of their last year and continue through until April.

- **They will complete the 700 hour placement on a:**
- **Three (3) day/week schedule, and will all have the same start and end dates.**
- **Deadlines will be established for submission of the Mid Point Progress Review and Final Evaluations.**

<b>Direct Entry Undergraduate Program - Effective for Academic Year 2015 – 2016</b>	
<b>APPROXIMATE TIMING</b>	<b>EVENT/ACTIVITY</b>
<b>First Year Fall/September</b>	<ul style="list-style-type: none"> <li>• <b>New Student Orientation to the Bachelor of Social Work Program</b></li> </ul>
<b>Second Year November</b>	<b>Planning for Placement Orientation I</b> <ul style="list-style-type: none"> <li>• <b>Preliminary discussion of placement and Pre-requisites needed to apply</b></li> </ul>
<b>Third Year September</b>	<b>Planning for Placement Orientation II</b> <ul style="list-style-type: none"> <li>• <b>Preliminary discussions about the practicum</b></li> </ul>
<b>Third year October</b>	<b>Applying for Placement Orientation</b> <ul style="list-style-type: none"> <li>• <b>Instructions on applying for placement</b></li> <li>• <b>More detailed discussions about the practicum options</b></li> <li>• <b>Resume Writing Workshop</b></li> </ul>
<b>Third year January</b>	<ul style="list-style-type: none"> <li>• <b>Placement Application Deadline</b></li> </ul>
<b>Third year March</b>	<ul style="list-style-type: none"> <li>• <b>Interview Workshop</b></li> </ul>
<b>Third year April to August</b>	<ul style="list-style-type: none"> <li>• <b>Student &amp; Field Education Office placement matching process</b></li> <li>• <b>Confirmation of placements</b></li> </ul>
<b>Third year End of September</b>	<ul style="list-style-type: none"> <li>• <b>Deadline to secure a September placement</b></li> </ul>
<b>Fourth Year September</b>	<ul style="list-style-type: none"> <li>• <b>Start of Placements</b></li> <li>• <b>Beginning Placement Orientation</b></li> <li>• <b>Faculty Advisor – start of Integrative Seminars</b></li> </ul>

### **Post Degree Undergraduate Program**

Students complete their course work on a more flexible schedule. Most Students are considered part time and likely complete courses during the evening hours.

Post Degree students are able to complete the 700 hour placement in the following formats:

- Block placement – i.e., five (5) days/wk for approximately five (5) months**
- Part time–i.e., two (2) or four (4) days/wk for approximately six (6) to ten (10) months**
- Evening/Weekends (although these placements are not easy to find)**
- Beginning placement in either Fall Term (June Convocation) or the Winter Term (October Convocation)**

<b>Post Degree Undergraduate Program -Effective for Academic Year 2015 – 2016</b>	
<b>APPROXIMATE TIMING</b>	<b>EVENT/ACTIVITY</b>
<b>Second Year/Third Year September</b>	<b>Planning for Placement</b> <ul style="list-style-type: none"> <li>• Preliminary discussions about the practicum</li> </ul>
<b>November</b>	<b>Applying for Placement Orientation</b> <ul style="list-style-type: none"> <li>• Instructions on applying for placement</li> <li>• More detailed discussions about the practicum options</li> <li>• Resume Writing Workshop (July/Jan)</li> </ul>
<b>January/August</b>	<ul style="list-style-type: none"> <li>• Placement Application Deadline</li> </ul>
<b>March/October</b>	<ul style="list-style-type: none"> <li>• Interview Workshop</li> </ul>
<b>April to August (if September Placement)</b>	<ul style="list-style-type: none"> <li>• Student and Field Education Office placement matching process</li> <li>• Confirmation of placements</li> </ul>
<b>End of September</b>	<ul style="list-style-type: none"> <li>• Deadline to secure a September placement</li> </ul>
<b>September to December (if January Placement)</b>	<ul style="list-style-type: none"> <li>• Beginning Placement Orientation (Students starting a placement in September only)</li> <li>• Faculty Advisor–start of Integrative Seminars</li> </ul>
<b>End of January</b>	<ul style="list-style-type: none"> <li>• Deadline to secure a January placement</li> </ul>
<b>January-last year of the program</b>	<ul style="list-style-type: none"> <li>• Start of Winter Placements</li> <li>• Beginning Placement Orientation (Students starting a placement in January only)</li> <li>• Faculty Advisor–start of Integrative Seminars</li> </ul>

# IMPORTANT POLICIES REGARDING PRACTICUM

## A. SCHOOL AND STUDENT OBLIGATIONS IN SECURING PLACEMENTS

It is important to note that a student is not guaranteed a placement simply because they have completed the academic portion of their degree. Students are expected to demonstrate readiness for practice in the process of securing a placement in addition to the fulfillment of the practicum hours. The following process applies to each attempt to secure a placement.

### The student's obligations include:

1. Completion of the core social work courses.
2. Research and exploration of appropriate placement sites in collaboration with the Assistant Field Education Coordinator (for example attending orientation sessions as required).
3. Submission of a completed application for practicum by the due date to the Assistant Field Education Coordinator.
4. Prompt follow up when required by the field office to contact the coordinator or a placement site.
5. Consistent attendance at interview opportunities.
6. Appropriate professional conduct during an interview.

The school's obligation in relation to field placements is to make a reasonable attempt to secure a placement for a student. Following three unsuccessful attempts to secure a field placement for a student the Assistant Field Education Coordinator, in consultation with the Field Education Manager and the Undergraduate Program Director may request that a review committee be struck consisting of the Field Education Manager, a Field Instructor who is a member of the practicum committee and a Faculty member who is a member of the practicum committee to consult on what additional steps if any might be taken to resolve the placement difficulty for the student. At this point, the student's professional suitability for continuing in the program will be assessed.

## B. PLACEMENT BREAKDOWN / STUDENTS AT RISK OF FAILURE / INVOLUNTARY WITHDRAWAL

There are a number of important School policies relating to students on placement. These include:

- Policy on Placement Breakdown, Policy on Placement Failure,
- Regulations on Involuntary Withdrawal and the BSW Student Professional Behaviour Policy Guidelines on the use of Social Media etc.
- It is strongly recommended that students review these policies which are available on the school website at <http://www.yorku.ca/laps/sowk/practicum/bsw/BSWManual.pdf> well in advance of beginning the placement process.

## FAQ'S - UNDERGRADUATE PROGRAM

Question		Answer
1.	Do I have to take five courses per year in the Direct Entry Program?	No, You can take fewer than five courses. However, if you plan to graduate in four years, you must make these up in summer sessions, or take more than four years to graduate.
2.	What grades do I need to complete my BSW?	You need to have a GPA of 5.0 (C+) with no courses in Social Work under a "C" (see pages 14 & 15 in the BSW Handbook).
3.	What is a full-time student?	A full-time student is taking 18 credits or more during the Fall/Winter term.
4.	When do my General Education requirements need to be completed?	These requirements need to be taken in the first 42 credits of the degree.
5.	How can I finish the program in 4 years?	Students who wish to complete in four years should follow the recommended course sequence plan in the BSW Handbook and in the Undergraduate section of the website.
6.	Do I have to take SOWK 4020 with the practicum or before?	Direct Entry students must take SOWK 4020 <i>with</i> the practicum. Post-Degree students can take it at any time.
7.	Can I take SOWK 2000, 2020, 2025 and 2035 as free choice courses?	No. These courses are general interest courses for non-social work students. Social Work students should take social work elective courses on these topics because they contain professional and practice content.
8.	If I have a community college diploma, do I have to take SOWK 1010?	Community college diploma from designated programs will be exempt from SOWK 1010. All other diploma holders must take it.
9.	How do I know how much advanced standing I get for my community college diploma?	When you are accepted, the Office of Student Advising Services will assess your diploma and tell you what transfer credits you will receive.
10.	Is a community college diploma holder who takes SOWK 1010 able to take SOWK 2030 and SOWK 2050 concurrently?	Depending on your transfer credits, you may be given permission to take these courses concurrently.
11.	When am I ready to apply for the practicum?	Direct Entry students are ready when they have completed all their core Social Work courses <b>except SOWK 4020</b> . Post-Degree students are ready when they have completed all of their core courses except 4020 (they can take this course with placement or before)
12.	Can I use my community college practicum hours towards my BSW practicum?	No. CASSW standards require a 700 hours placement for BSW students.
13.	Do I have to take TWO Practicum courses SOWK 4000 6.0 and SOWK 4001 6.0?	No. Both Practicum courses are one and the same Practicum and require 700 hours.

# Library Instruction at York University Libraries

York University Libraries offer a variety of services designed to help students and faculty become better researchers. There is a direct link between a student's ability to research effectively and their academic achievement. In the Libraries, our goal is to graduate highly information literate students who have the ability to define their information needs, to find information efficiently and to critically evaluate what they have found in order to integrate it into their work.

Our services range from generic drop-in workshops for undergraduates and graduate students, to very specialized course or discipline-specific workshops from professional librarians with subject expertise. Librarians also deliver lectures, design online tutorials and provide one-on-one teaching at our reference desks. Instruction services are increasingly in demand from faculty and students, and in fact, we generally give approximately 500 lectures or workshops every year and reach over 12 000 students. For more detailed information, click on the links below:

## **What is Information Literacy:**

A brief discussion of the theory behind our teaching, and why learning to be a better researcher will help you to achieve your goals. There is also information in this section for faculty on how to effectively collaborate with librarians in the teaching process.

## **Request a Class for your Students:**

Course instructors can request course-specific workshops or lectures by identifying the appropriate librarian/instruction coordinator at each library on campus, or by filling out our online request form.

## **Online Tutorials and Guides:**

York librarians have created some fantastic guides to doing research at the university level. On these pages you'll see links to subject specific guides for research (for example: how to do research in psychology) as well as generic help guides on common library research procedures, like finding articles or using the catalogue. We even give a glossary of library jargon for novice researchers who are trying to figure out things like ... "what's a catalogue?"

## **New! Course-Specific Research Guides:**

These websites are designed to help students in particular courses find material for their research assignments.

## **Drop-in Workshops:**

These workshops are designed to help students to be familiar with the library, its resources and how to use these resources. More specialized course or discipline-specific workshops are also offered by arrangement with faculty and librarians.

## **Information Literacy Manifesto:**

This document outlines York University Libraries' vision for Information Literacy and includes a statement of goals and objectives.

## **Subject Librarians:**

Many librarians at York specialize in a particular academic area and are available for research consultations and/or to give research workshops or lectures for upper year and graduate level classes in their area of expertise.

## **Academic Integrity and Plagiarism:**

This section has more information for students on how to be a responsible researcher and avoid plagiarism, and includes an online tutorial on Academic Integrity.

## **Information for High School visitors:**

An information section for High School teachers who wish to bring their students to York University Libraries for a visit; please read these guidelines carefully before making arrangements to visit York University Libraries

School of Social Work Librarian **Associate Librarian**

Norda Majekodumni [nordam@yorku.ca](mailto:nordam@yorku.ca)

<http://www.library.yorku.ca/web/about-us/contact-us/liason-librarians/social-work-collection-development-policy/>

# **PETITIONS & ACADEMIC HONESTY**

# Undergraduate Academic Petitions

## Important Notice!

The Faculty of Liberal Arts & Professional Studies has moved to an on-line submission system for all petitions. You are no longer able to submit petitions in paper format, or in person. You must submit your petition using the online petitions system <http://apps.eso.yorku.ca/apps/petitions.nsf>, and your PASSPORT YORK account. You will also use this system to track the progress of your petition, and any documents that you submit in support of that petition.

Appeals of refused petitions must be submitted in hard-copy to the drop-box located outside 105 Central Square, and require completion of an Appeal Form which is available online: <http://www.yorku.ca/laps/council/students/documents/Appeal.pdf>

Supporting documentation for petitions entered online also must be submitted to the drop-box located outside 105 Central Square, in accordance with the directions available on the petitions system.

Drop-off Location for appeals, or the documentation required to support your on-line petition: **Office of the Associate Dean, Students in 105 Central Square.**

### Contact Information:

Phone: (416) 650-8193

Email: [lappet@yorku.ca](mailto:lappet@yorku.ca)

### Frequently petitioned regulations and deadlines :

<http://www.yorku.ca/laps/council/students/petitions.html>:

- What is a Petition:
- Petitions Procedures
- Types of Petition & Their Requirements
- What is an Appeal
- Petitions Deadline
- Notification of the Results of your Petitions
- Petitions Confidentiality
- Forms that you may need for your petition or appeal
- Academic standing regulation
- Add course past the published deadline
- Course overload
- Deferred standing
- Degree requirements waived or altered
- Late withdrawal
- Late grade reappraisal
- Financial Petitions

Forms Available at the following link:

<http://www.yorku.ca/laps/council/students/petitions.html>

## Grade Reappraisals

**If students disagree with a final assignment mark, they are advised to meet with their instructor prior to contacting the main office.**

After meeting with the student to discuss the reasons for the mark, should the student still remain dissatisfied, they have the option to approach the main office to request a grade reappraisal. They must fill out a grade reappraisal form available within our office. Please refer students to the University's grade reappraisal policy: <http://www.registrar.yorku.ca/grades/reappraisal> or our office for detailed information.

Students cannot request to have participation reappraised but all printed work that they would like reviewed should be submitted to our office along with their form. The assignment will be reviewed by another member of faculty who can maintain the original grade or assign a new grade *that is either higher or lower than the original.*

# Senate Policy on Academic Honesty

## 1. Senate Policy on Academic Honesty

The Policy on Academic Honesty is an affirmation and clarification for members of the University of the general obligation to maintain the highest standards of academic honesty. As a clear sense of academic honesty and responsibility is fundamental to good scholarship, the policy recognizes the general responsibility of all faculty members to foster acceptable standards of academic conduct and of the student to be mindful of and abide by such standards.

Academic honesty requires that persons do not falsely claim credit for the ideas, writing or other intellectual property of others, either by presenting such works as their own or through impersonation. Similarly, academic honesty requires that persons do not cheat (attempt to gain an improper advantage in an academic evaluation), nor attempt or actually alter, suppress, falsify or fabricate any research data or results, official academic record, application or document.

Suspected breaches of academic honesty will be investigated and charges shall be laid if reasonable and probable grounds exist. A student who is charged with a breach of academic honesty shall be presumed innocent until, based upon clear and compelling evidence, a committee determines the student has violated the academic honesty standards of the university. A finding of academic misconduct will lead to the range of penalties described in the guidelines which accompany this policy. In some cases the University regulations on non-academic discipline may apply. A lack of familiarity with the Senate Policy and Guidelines on Academic Honesty on the part of a student does not constitute a defense against their application. Some academic offences constitute offences under the Criminal Code of Canada; a student charged under University regulations may also be subject to criminal charges. Charges may also be laid against York University students for matters which arise at other educational institutions.

### 2.0 Senate Guidelines on Academic Honesty

#### 2.1 Summary of Offences against the Standards of Academic Honesty

The following summary of offences is not exhaustive, nor are the definitions provided for each offence confined to the examples cited.

2.1.1 Cheating is the attempt to gain an improper advantage in an academic evaluation. Forms of cheating include:

- Obtaining a copy of an examination before it is officially available or learning an examination question before it is officially available;
- Copying another person's answer to an examination question;
- Consulting an unauthorized source during an examination;
- Obtaining assistance by means of documentary, electronic or other aids which are not approved by the instructor;
- Changing a score or a record of an examination result;
- Submitting the work one has done for one class or project to a second class, or as a second project, without the prior informed consent of the relevant instructors;
- Submitting work prepared in collaboration with another or other member(s) of a class, when collaborative work on a project has not been authorized by the instructor;
- Submitting work prepared in whole or in part by another person and representing that work as one's own;
- Offering for sale essays or other assignments, in whole or in part, with the expectation that these works will be submitted by a student for appraisal;
- Preparing work in whole or in part, with the expectation that this work will be submitted by a student for appraisal.

2.1.2 Impersonation is to have someone impersonate one's self in class, in a test, examination or interview or in connection with any other type of assignment or placement associated with a course or academic program. Both the impersonator and the individual impersonated may be charged.

- 2.1.3 Plagiarism is the misappropriation of the work of another by representing another person's ideas, writing or other intellectual property as one's own. This includes the presentation of all or part of another person's work as something one has written, paraphrasing another's writing without proper acknowledgement, or representing another's artistic or technical work or creation as one's own. Any use of the work of others, whether published, unpublished or posted electronically, attributed or anonymous, must include proper acknowledgement.
- 2.1.4 Improper research practices. Academic research includes the collection, analysis, interpretation and publication of information or data obtained in the scientific laboratory or in the field. Forms of improper research practices include:
- Dishonest reporting of investigative results, either through fabrication or falsification;
  - Taking or using the research results of others without permission or due acknowledgement;
  - Misrepresentation or selective reporting of research results or the methods used.
- 2.1.5 Dishonesty in publication. It is a violation of academic honesty to knowingly publish information that will mislead or deceive readers. This includes the falsification or fabrication of data or information, as well as the failure to give credit to collaborators as joint authors or the listing as authors of others who have not contributed to the work. Plagiarism is also considered a form of dishonesty in publication.
- 2.1.6 Dissemination of information without permission. Information or experimental data that was collected with a member of faculty or another student, and other works that involved the participation of a faculty member or another student, should not be submitted for publication or otherwise disseminated without their permission.
- 2.1.7 Abuse of confidentiality. Taking or releasing the ideas or data of others that were given with the expectation that they are confidential is inappropriate. This includes the ideas or data obtained via the evaluation of confidential grant proposals, award applications or manuscripts that will be or may have been submitted for possible funding or publication. Unless one is authorized to do so, it is improper to obtain a password assigned to another or to copy or modify a data file or program belonging to someone else. Proper authorization means being granted permission either by the owner or originator of that material, or by an appropriate faculty member or administrator.
- 2.1.8 Falsification or unauthorized modification of an academic document/record. It is a breach of academic honesty to falsify, fabricate or in any way modify, either through omission or commission, an application to the University or a program, course student examination or test, transcript, grade, letter of recommendation or related document, a degree, a physician's letter/form or any other document used in support of an academic application, record, petition/appeal or endeavor.
- 2.1.9 Obstruction of the academic activities of another. It is a violation of academic honesty to interfere with the scholarly activities of another in order to harass or gain unfair academic advantage. This includes interference or tampering with experimental data, with a human or animal subject, with a written or other creation (e.g., a painting, sculpture or film), with a chemical used for scientific study, or with any other object of study.
- 2.1.10 Aiding and abetting. Encouraging, enabling or causing others to do or attempt any of the above.

## 2.2 Summary of Penalties for Academic Misconduct

**PLEASE REFER TO:** <http://www.yorku.ca/secretariat/policies/document.php?document=69>

# Visit & Complete the Academic Integrity Tutorial

The **Academic Integrity Tutorial** is designed to help you learn about academic integrity. The information in this tutorial is applicable for all subject and research areas and any level of study.

## After completing this tutorial you will be able to:

1. Explain the concept of 'academic integrity' and identify five different kinds of academic dishonesty.
2. Identify the key points of York's Senate Policy on Academic Honesty and the procedures and penalties associated with violating York's Policy.
3. Differentiate between what is acceptable use of another's ideas/words and what is plagiarism.
4. Identify several reasons why it is essential to document/reference sources of information/ideas.
5. Recognize three strategies you can use to incorporate another person's ideas/words into your own work.
6. Identify the elements that are required for a complete reference to a source of information and be familiar with referencing styles.
7. Identify the usefulness of tools such as RefWorks and where you can get help at York from an expert if you have questions about whether you are using or referencing material appropriately.
8. Understand the importance of seeking help if you have questions regarding any issue associated with academic integrity. [http://www.yorku.ca/tutorial/academic\\_integrity/index.html](http://www.yorku.ca/tutorial/academic_integrity/index.html)

## What is Academic Integrity?

Academic integrity is the term used to refer to some of the most important values of the university community. We hold high standards and expectations for the quality and honesty of our own work, and for the work of other members of the academic community. We rely on one another to live up to these standards because the quality and value of our own academic work depends on the trustworthiness of the work done by our colleagues. Academic work is like building blocks as the work of one academic builds upon another, therefore, it is imperative that we acknowledge and properly document the sources of information that we are using. This will also ensure that others can locate the original information if they want to know more.

The reputation of our academic work is founded on whether others can use it with confidence and feel confident that their own contributions will be acknowledged. Similarly, the reputation of our University and respect for the value of the qualifications we gain from it are earned and maintained through the integrity of our work.

[York's Senate Policy on Academic Honesty](#) affirms and clarifies the general obligation for all members of the University to maintain the highest standards of academic honesty.

In practical terms, demonstrating academic integrity means:

- doing our academic work well and with honesty, and
- giving credit to other people's work by indicating when we are using their ideas by citing (referencing) the original source.

## What does this mean to me?

As a student, to have academic integrity means that you have adopted principles or standards that consistently govern how you pursue your school work. A student with academic integrity earns a degree with honest effort, and knows that this degree is a true accomplishment reflecting years of hard work and genuine learning. Academic integrity requires you to develop essential skills including research, writing, and documenting.

It is not always easy to know what choices to make in school. There are many questions with answers that may be unclear to you:

- [When is it acceptable to use other people's information or ideas?](#)
- [How can I use other people's ideas without "cheating"?](#)
- [Can I use work I did last year in one of my courses this year?](#)
- [Can I share my answers/work/research with my friends?](#)

# **RESOURCES FOR HELP**

## Centre for Student Success Academic Advising

Advising is one of the crucial activities that support student transition, engagement and success. Advising is a shared responsibility between the student and the Office for Continuing Students, individual departments, divisions and programs of the Faculty as well as, the Faculty affiliated Colleges.

Advisors in the Office for Continuing Student will provide guidance and support, as well as strategies and guidelines for continued educational success. They will provide accurate information of academic policies, procedures, regulations and degree requirements and are available to answer your questions. When unable to provide an answer, they will find the person who can, or refer you to the resource that will help you find your answer.

### Academic Advising for Current Students:

LA&PS Student Academic Advising Services (SAAS) in 103 Central Square is a place where we can help you get the information and guidance you need. Please remember that advising is a shared relationship between you and the advisor. Advisors can explain policies and regulations or offer academic options. However, you must accept final responsibility for the decisions you make regarding your academic career. In the end, the best way for you to succeed and keep your academic options open is to study hard and achieve good grades!

All LA&PS program requirements are found, here: [www.yorku.ca/laps/futurestudents/undergrad\\_programs.asp](http://www.yorku.ca/laps/futurestudents/undergrad_programs.asp)

**PHONE SERVICES:** Call our office at 416-736-5222. Incoming calls are queued to respond on a first-called, first-served basis. If our office is extremely busy and you are on hold for more than five minutes, you are encouraged to call back later. The best time to call is before 10am, Tuesday through Thursday.

**IN-PERSON SERVICES:** Come to 103 Central Square for a brief chat with one of our advisors. If we can't answer question on the spot and you need more in-depth academic advising, we can assist you with booking an appointment.

<b>Contact Information:</b> <b>Centre for Student Success Academic Advising</b> 103 Central Square, Tel: 416-736-5222 Fax: 416-736-5294 Email: <a href="mailto:laps@yorku.ca">laps@yorku.ca</a> Website: <a href="http://www.yorku.ca/laps/students/current_student_advising.html">www.yorku.ca/laps/students/current_student_advising.html</a>	<b>Hours of Operation:</b> Monday –Thursday: 9:00am-6:30pm Friday: 10:30am-4:30pm
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### NEW! School of Administrative Studies on-site Academic Advising: **282 Atkinson Building**

Students currently enrolled in a Bachelor of Administrative Studies, Bachelor of Disaster & Emergency Management degree or a related professional business certificate program can now secure an in-person academic advising appointment with the School of Administrative Studies, located at 282 Atkinson Building. For more information, visit: [www.yorku.ca/laps/sas/](http://www.yorku.ca/laps/sas/)

**Office for New Students:** The Office for New Students assists newly admitted students and provides support throughout first year. They also provide advising support to students who are considered to be Year 1 (less than 24 credits completed at York). Advising for newly admitted students is coordinated by the Faculty of Liberal Arts & Professional Studies (LA&PS) Office for New Students and includes: orientation to the University; overview of degree programs and requirements; overview of enrolment and registration procedures (including course selection); and an overview of advising services available to students.

Students who transfer from another post-secondary institution may be eligible for transfer credit. While this is determined by the Office of Admissions, the assessment is generated by booking an advising appointment (including accepting the offer of admission), and is provided and explained at the actual advising appointment at the Office for New Students, prior to enrolling in courses.

<b>Contact Information:</b> Office for New Students, 103 Central Square Tel: 416-736-5022 Fax: 416-736-5294 Website: <a href="http://www.yorku.ca/laps/students/new_student_advising.html">http://www.yorku.ca/laps/students/new_student_advising.html</a>	<b>Hours of Operation:</b> Monday, Tuesday, Thursday, Friday: 8:30am - 4:30pm Wednesday 8:30am to 6:30pm <b>Note:</b> Office closed on Fridays at 3:30pm during June, July and August
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# Counselling & Disability Services (CDS)

<http://cds.info.yorku.ca/>

The Counselling and Development Centre (CDC), through its professional staff, strives to provide a range of essential psychological services to the York University Community in order to optimize the quality of the scholarly and communal life of the university. The primary aim of the CDC is to help students realize, develop, and fulfill their personal potential in order to maximally benefit from their university experience. Achieving this aim requires that a range of programs as well as individual and group counselling are available to all students enrolled at the university. The CDC also acts as a resource to faculty and staff of the university.

The Counselling and Development Centre recognizes that the diversity of the university community is a source of excellence, enrichment and strength. The CDC affirms its commitment to human rights, and in particular to the principle that every member of the York community has a right to equitable treatment without harassment or discrimination on the grounds prohibited by the *Ontario Human Rights Code*, including *race, ancestry, place of origin, citizenship, creed, sex, sexual orientation, age, marital status, or disability*.

## Contact Us:

We are located in Room N110 of the Bennett Centre for Student Services and can be reached by telephone at **(416) 736-5297** during our regular operating hours.

## Hours of Operation:

- 9am to 4:30pm – Monday, Wednesday, Thursday, Friday\*
- 9am to 7pm – Tuesday

\*Throughout June, July and August, CDS offices are closed noon-1pm each day and close at 3:30pm on Fridays

## Personal Counselling Services

Location: N110 Bennett Centre for Student Services

Tel: 416-736-5297

Website: <http://pcs.info.yorku.ca>

## Learning Skills Services

Location: N110 Bennett Centre for Student Services

Tel: 416-736-5297

Website: <http://lss.info.yorku.ca>

## Mental Health Disability Services (MDHS)

Location: N110 Bennett Centre for Student Services

Tel: 416-736-5297

Website: <http://mhds.info.yorku.ca>

## Physical, Sensory & Medical Disability Services (PSMDS)

Location: N108 Ross Building

Tel: 416-736-5140

TTY: 416-736-5263

Website: <http://psmd.info.yorku.ca/>

## Learning Disability Services (LDS)

Location: W128 Bennett Centre for Student Services

Tel: 416-736-5383

Website: <http://lds.info.yorku.ca/>

Counselling & Disability Services recognizes that the diversity of the university community is a source of excellence, enrichment and strength. CDS affirms its commitment to human rights, and in particular to the principle that every member of the York community has a right to equitable treatment without harassment or discrimination on the grounds prohibited by the *Ontario Human Rights Code*, including *race, ancestry, place of origin, citizenship, creed, sex, sexual orientation, age, marital status, or disability*.

# Academic Support & Accommodations

<http://ds.info.yorku.ca/academic-support-accommodations/>

The first step in arranging academic support and accommodations will be for a disability counsellor in CDS to review your medical and/ or psychological diagnostic assessment report. This is the beginning of an interactive process whereby you and a disability counsellor will discuss:

- **Your learning style**
- **Your academic program of study**
- **The method of course delivery and the type of participation required of students (e.g. lecture, seminar, tutorial, practicum)**
- **The nature of your disability and its impact on the postsecondary learning process**
- **The recommended accommodations in the diagnostic assessment report**

Determining which academic accommodations are appropriate is a shared responsibility among students, the disability counsellor, and the professor or course director in each course. Although professors are not “disability experts”, they are the authority in their field and in the course they teach; therefore, sometimes they may suggest a more appropriate, practical or creative accommodation that best suits the course and respects academic integrity.

The process of accommodation is very individualized. Students diagnosed with the same type of disability may have very different accommodation plans. The disability counsellor will consider the recommendations in the diagnostic report along with the other factors noted above. Depending on the circumstances, additional, or sometimes, fewer, accommodations may be recommended to your professors.

Provided that the recommended accommodations do not undermine the academic integrity of the course, they will be implemented as recommended. The scheduling logistics of accommodated exams and tests will be handled by the Registrar’s Office. For more information about the policies and procedures involved with accommodated tests and exams, please visit <http://www.yorku.ca/altexams>.

## **Alternate Exam Processes:**

CDS and the Registrar’s Office work in partnership to support exam and test accommodation services for students with disabilities. Exam and test accommodations will be determined by your disability counsellors in accordance with the relevant documentation and in discussion with students. The scheduling logistics of accommodated exams and tests will be handled by the Registrar’s Office. For accommodated exams and test request procedures and policies, please visit [www.yorku.ca/altexams](http://www.yorku.ca/altexams).

## **Assistive Technology Lab:**

<http://ds.info.yorku.ca/academic-support-accommodations/assistive-technology/>

This lab is located in room **TEL 1017** in the Technology Enhanced Learning (TEL) building. The Assistive Technology Lab offers services to ALL students registered with any of the Disability Services’ units.

## **Assistive Technology Lab Resources:**

- A quiet work space that has access to the internet and limited printing
- Access to word processing and various [Assistive Technologies](#)
- Assistive Technology Specialists that offer training and support in the use of various assistive (and mainstream) hardware and software

## **Adaptive Account Request Form:**

If you are a student who is currently registered with Disability Services and would like access to an Adaptive computer account in order to access the computers in the lab, please complete the [:Adaptive Account Request Form](#).

## **Appointments:**

If you wish to make an appointment with an Assistive Technology Specialist, please call 416-736-2100, ext. 70211.

## Indigenous Studies at York

Boozhoo! She:kon! Waachjiiay! Welcome  
Bonita Lawrence  
Indigenous Studies Coordinator  
Department of Equity Studies  
416-736-2100 ext. 22334

[bonital@yorku.ca](mailto:bonital@yorku.ca)

<http://www.yorku.ca/indig/contactus.html>

Randy Pitawanakwat  
Aboriginal Student Community Coordinator  
Aboriginal Services  
416-736-2100 ext. 22607

[rpitawan@yorku.ca](mailto:rpitawan@yorku.ca)

<http://www.yorku.ca/indig/welcome.html>

## Centre's for Aboriginal Student Services

Aboriginal employment and training Students

➤ <http://www.miziwebiik.com/>

## Admission/Application Procedures for Aboriginal Students

➤ <http://futurestudents.yorku.ca/requirements/aboriginal>

➤ <http://www.osgoode.yorku.ca/prospective-students/jd-program/jd-admissions/aboriginal-applicants/>

➤ <http://careers.yorku.ca/students-and-new-grads/aboriginal/>

## Entrance Bursary & Awards for Aboriginal Students

➤ [http://sfs.yorku.ca/scholarships/award\\_search/viewAward.asp?awardID=3542](http://sfs.yorku.ca/scholarships/award_search/viewAward.asp?awardID=3542)

➤ [http://sfs.yorku.ca/scholarships/award\\_search/viewAward.asp?awardID=3593](http://sfs.yorku.ca/scholarships/award_search/viewAward.asp?awardID=3593)

## The Aboriginal Multi-Media Society:

➤ <http://www.ammsa.com/community-access/career-opportunities/>

## Peer Mentorship Program for Aboriginal students

➤ <http://www.ammsa.com/community-access/career-opportunities/>

## Career Resources for Aboriginal students

➤ <http://careers.yorku.ca/students-and-new-grads/aboriginal/>

## SASSL – Sexual Assault Survivors' Support Line

Crisis line: (416)650-8056 (24hrs/day)

[sassl@yorku.ca](mailto:sassl@yorku.ca) [www.yorku.ca/sassl](http://www.yorku.ca/sassl)

## Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ)

### Resources

- [SexGen York Committee](#)
- [Trans Bi Lesbian, Gay Allies at YorkU \(TBLGAY\)](#)
- [Glendon Campus' Women and Trans Centre](#)
- [Health Education and Promotion](#)
- [LGBT Schulich](#)
- [OutLaws \(at Osgoode\)](#)
- [Positive Space Glendon](#)
- [Coming Out Support Group](#)
- [The Centre for Women and Trans People](#)
- [Women and Trans People Safety Committee](#)
- [Sexuality Studies Program](#)
- [Undergraduate Sexuality Studies Association \(USSA\)](#)

<http://rights.info.yorku.ca/our-services/information-and-referral/>

## Personal Safety

Call the goSAFE office at **416-736-5454** or extension **55454** during hours of operation. Please give your name, location and destination.

### Hours of Operation, Keele Campus

6:00 p.m. - 2:00 a.m. (Sept. - Apr.)

8:00 p.m. - 2:00 a.m. (May - Aug.)

<http://www.yorku.ca/sass/resources.html>

[http://www.yorku.ca/sass/need\\_help.html](http://www.yorku.ca/sass/need_help.html)

## Emergency Contacts

- Toronto Police Services 911
- York University Security Services  
416-736-5333 (24hrs/day)  
TTY: 416-736-5470
- Personal Counselling Services  
416-736-5297  
[Hours of Operation](#)
- SASSL – Sexual Assault Survivors' Support Line  
Crisis line: 416-650-8056 (24hrs/day)  
[sassl@yorku.ca](mailto:sassl@yorku.ca)
- Centre for Women & Trans People at York University  
416-736-2100 ext 33484
- The Office of Student Conflict Resolution (SCDR)  
416-736-5231
- Assaulted Women's Helpline  
416-863-0511 (24hrs/day)  
TTY: 416-364-8762
- Toronto Rape Crisis Centre  
416-597-8808(24hrs/day)
  - Victims Services Program of Toronto  
416-808-7066(24hrs/day)
  - Women's College Hospital: Sexual Assault & Domestic Violence Care Centre  
416-323-6040(24hrs/day)

# The 411 of York U

The Peer Support Team (PST) is an important part of the Office of Student Conflict Resolution (OSCR) and PST members offer a number of support services to the York community:

- Provide advice and support to students involved in the disciplinary process.
- Assist students with resolve conflicts less formally through alternative dispute resolution processes.
- Promote and encourage a peace-building culture on campus.
- Educate students about the Code of Student Rights & Responsibilities (CSRR) and conflict resolution resources offered at York.

## ***Peer Support Team (PST)***

Our Peer Support Team plans outreach activities focusing on topics related to conflict resolution. The PST will host events to raise awareness about the CSRR, the alternative dispute resolution process, and how students can access resources and get support when they are dealing with a conflict.

Peer Support Team members are available to meet with students who are involved in a disciplinary process and need support. In addition, the PST offers workshops and training to student organizations, helping group members acquire conflict resolutions skills to build strong and positive student organizations.

## **PST programming includes:**

### **Outreach**

- Goal: Promote and educate the community about conflict avoidance techniques and alternative dispute resolution processes and resources; encourage a peace-building culture on campus; raise awareness about events related to conflict and safety on campus; educate students about the CSRR; and develop and deliver programming that relate specifically to conflicts and disciplinary issues in residence community.

### **Case Management:**

- Goal: Assist students involved in the disciplinary process; mediate conflicts; facilitate restorative justice circles; and provide information and referrals.

### **Educative Sanctions:**

- Goal: Develop and deliver educative sanctions/workshops that address specific disciplinary issues.

## **Contact Information**

Located within the **Office of Student Conflict Resolution (OSCR)** at W128 Bennett Centre for Student Services

We are open 8:30am until 4:30pm, Monday to Friday.

Tel: (416) 736-5231

Email: [pst@yorku.ca](mailto:pst@yorku.ca)

Drop-ins are welcome.

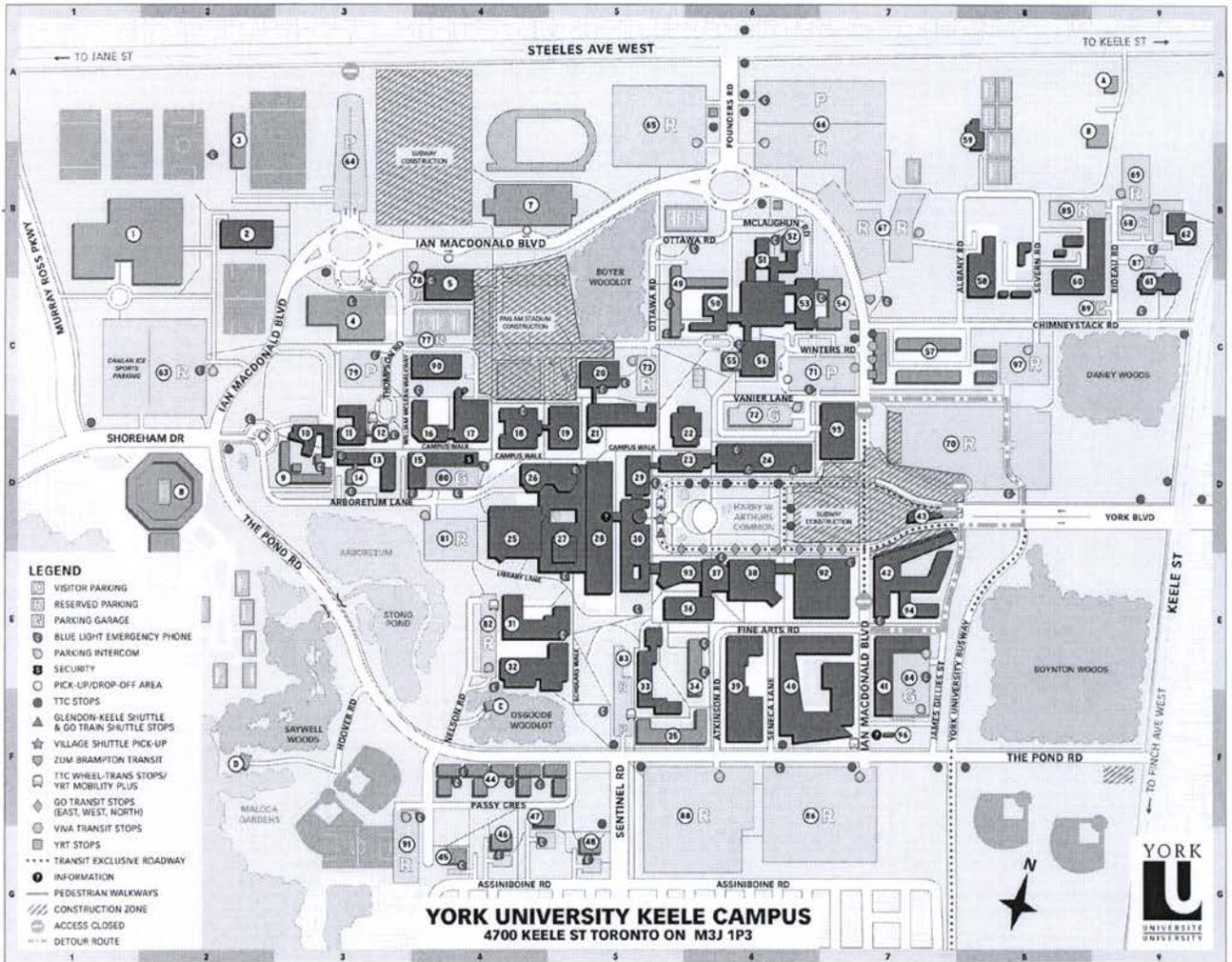
## **Office of Student Conflict Resolution**

Location: W128 Bennett Centre for Student Services

Telephone: (416) 736-5231

Fax: (416)736-5565

Email: [oscr@yorku.ca](mailto:oscr@yorku.ca)



**CAMPUS DIRECTORY**

**ACADEMIC, ADMINISTRATIVE & COMMERCIAL BUILDINGS**

59 190 Albany Road	ALB	A8
92 Accolade East	ACE	E7
93 Accolade West	ACW	E6
95 Archives of Ontario*	AO	D7
33 Atkinson	ATK	E5
29 Behavioural Science	BSB	D5
41 Bennett Centre for Student Services, Admissions	BCS	E7
24 Bookstore, York Lanes	YL	D6
10 Calumet College	CC	D3
27 Central Square	CSQ	D5
58 Central Utilities Building	CUB	E8
38 Centre for Film & Theatre	CFT	E6
16 Chemistry	CB	D4
62 Computer Methods Building**	CMB	B9
26 Curtis Lecture Halls	CLH	D5
94 Executive Learning Centre	ELC	E7
21 Farquharson Life Sciences	FRQ	D5
50 Founders College	FC	C6
31 Health, Nursing & Environmental Studies	HNE	E4
32 Ignat Kaneff Building, Osgoode Hall Law School	OSG	E4
36 Joan & Martin Goldfarb Centre for Fine Arts	CFA	E5
95 Kaneff Tower	KT	D7
41 Kingsmen	K	C9
19 Lassonde Building	LAS	D5
90 Life Sciences Building	LSB	D4
43 Lorna R. Marsden Honour Court & Welcome Centre*	HC	C7
20 Lumbers	LLM	C6
11 McLaughlin College	MC	B6
11 Norman Bethune College	BC	D3
17 Observatory, Petrie	PSE	D4
17 Petrie Science & Engineering	PSE	D4
60 Physical Resources Building	PRB	B9
28 Ross Building	R	D5

25 Scott Library	SCL	D4
27 Scott Religious Centre, CSQ	SRC	D5
40 Seneca @ York, Stephen E. Quinlan Building**	SAY	E7
42 Seymour Schulich Building	SSB	E7
2 Sherman Health Science Research Centre	SHR	B2
18 Staacie Science & Engineering Library	SLH	D4
22 Stedman Lecture Halls	SLH	D6
13 Stong College	SC	D3
23 Student Centre	STC	D6
4 Tait McKenzie Centre	TM	C3
39 Technology Enhanced Learning	TEL	E6
96 Temporary Welcome Centre	F7	
56 Vanier College	VC	C6
30 Vari Hall	VH	D5
5 West Office Building	WOB	C4
15 William Small Centre	WSC	D4
53 Winters College	WC	C6
24 York Lanes	YL	D6

**RESIDENCES & APARTMENTS**

48 320 Assiniboine Road	AS2	G5
47 340 Assiniboine Road	AS4	F4
46 360 Assiniboine Road	AS6	G4
45 380 Assiniboine Road	AS8	G4
34 Atkinson Residence	AR	E6
12 Bethune Residence	BR	D3
9 Calumet Residence	CR	D3
49 Founders Residence	FR	C5
57 Harry Sherman Crowe Housing Co-op**	HCC	C7
44 Passy Gardens, 2-18 Passy Cres.	PASSY	F4
35 The Pond Road Residence	PON	F5
14 Stong Residence	SR	D3
52 Talham Hall	TH	B6
55 Vanier Residence	VR	C6
54 Winters Residence	WR	C7

**PARKING GARAGES - VISITORS**

80 Arboretum Lane Parking Garage	ARB	D4
84 Student Services Parking Garage	SSP	E7
72 York Lanes Parking Garage	YL	D6

**PARKING LOTS - VISITORS**

83 Atkinson Lot	E5
66 Founders Road East Lot	A6
64 Northwest Gate Temporary Lot	B3
79 Thompson Road Lot	C4
71 Vanier Lot	C7
89 Physical Resources Building South Visitor Lot	C9
87 kinsmen Lot	B9

**PARKING LOTS - RESERVED**

87 Albany Road Lot	B7
83 Adkinson Lot	E5
92 Chimney Stack Lot	C8
66 Founders Road East Lot	A6
65 Founders Road West Lot	A5
81 Library Lot	D4
73 Lumbers Lot	C5
82 Nelson Road Lot	E4
91 Passy Crescent Lot	G3
85 Physical Resources Building North Lot	D7
68 Physical Resources Lot	B9
69 Rideau Road Lot	B9
88 Sentinel Road Lot	F6
63 Shoreham Drive Lot	C2
77 Tait McKenzie Lot	C3
86 The Pond Road East Lot	F7
71 Vanier Lot	C7
78 West Office Building West Lot	C4
70 York Boulevard Lot	B8

**VISUAL PERFORMANCE ARTS FACILITIES**

92 Art Gallery of York University	ACE	E7
37 Burton Auditorium*	BU	E6
92 Gales Gallery	ACW	E6
38 Joseph G. Green Studio Theatre	CFT	E6
92 McLean Performance Studio	CPE	E7
92 Price Family Cinema	ACE	E7
92 Sandra Faire & Ivan Fecan Theatre	ACE	E7
92 Tribute Communities Recital Hall	ACE	E7

**SPORT & RECREATION FACILITIES**

1 Carilan Ice Sports*	ICE	B1
4 Tait McKenzie Centre	TM	C3
8 Tennis Canada - Rental Centre*	TC	D2
7 Track & Field Centre*	TFC	B4
3 York Stadium	STA	A2

**HISTORICAL HOUSE**

C Hart House	HH	F4
D Hoover House	HOH	F2
B Stong Barn	SB	A9
A Stong House	SH	A9

\* Shared Use  
\*\* Non-work facility  
\* Temporarily Closed

Please visit [www.yorku.ca/mapkeele](http://www.yorku.ca/mapkeele) for the most up to date version of the campus map

MAY 2013