



SACRAMENTO STATE

COLLEGE OF HEALTH AND HUMAN SERVICES

SCHOOL OF SOCIAL WORK

MSW Application

Application Overview and Instructions

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Applying to the University

Cal State Apply Application

The first step to applying to the CSUS MSW program is to apply to the university through the Cal State Apply application. **If you have any questions about this application, please contact the Office of Graduate Studies.**

- **The Office of Graduate Studies:** <https://www.csus.edu/graduate-studies/>
- **How to apply:** <https://www.csus.edu/graduate-studies/future-students/application-information.html>
- **Future student resources:** <https://www.csus.edu/graduate-studies/future-students/>

The School of Social Work **DOES NOT** require a personal statement. In the personal statement section of the application you can simply enter, "My department does not require a personal statement". Our School **DOES NOT** review the Cal State Apply application, including the personal statement section.

Due date for the Cal State Apply application is December 20 , 2024

***Applicants that graduated from CSUS still need to complete a new Cal State Apply application for Graduate School.**

Reference Forms

You will need to submit three references for your application using the Cal State Apply system. You will be able to request references through your application by entering the e-mail address to the person you would like to fill out the MSW specific evaluation form.

The reference form due date for Fall 2024 is **December 20, 2024.**

Liberal Arts Form (optional)

The Liberal Arts form is for those that did **NOT** graduate from a CSU or UC college. If that applies to you please fill out the PDF fillable form provided on Cal State Apply and submit the form along with your application.

Applicants with Foreign Documents

These instructions are for domestic U.S. applicants (US Citizens, Resident Aliens or H visa) who attended colleges/universities outside of the United States. International students (F or J Visas) must apply through International Admissions. Do NOT fill out the general graduate studies application as it will slow down your application process.

- **OGS Foreign Documents Resource Link:** <https://www.csus.edu/graduate-studies/future-students/applicants-with-foreign-documents.html>

International Students

Please visit the link below if you are an international applicant.

- **International Graduate Students Resource Page:** <https://www.csus.edu/international-programs-global-engagement/application-admissions-process/graduate.html>

Setting up SacLink e-mail account

After you submit your Cal State Apply application you will receive an e-mail, within three business days, with instructions on how to set-up your SacLink e-mail account. The e-mail will come from "CSUS Office of Graduate Studies"

The e-mail can take several days to receive and may go into your junk/spam folder.

Applying to the MSW Program

MSW Supplemental Application

After completing your application to the university and setting up your SacLink account, you will then have access to complete the mandatory MSW Program Supplemental Application. This application is **not** accessed through your student center. Please use the following link below the helpful tips to access and complete the application.

Helpful Tips: Must have SacLink account to log in

- Firefox is recommended – **do not use Safari or Edge**
- There is a 20-minute timeout. Please make sure that you are active in the application or it will not submit
- The application cannot be saved and must be completed in one sitting
- It is best to have all your information gathered before you start. For example:
 - Transcripts
 - Work History
 - Volunteer History
 - Leadership Experience
 - College Course History
- Please complete all three tabs of the application listed across the top
- **Complete the cheat sheet first** and then enter the information on the OnBase Form using copy and paste. Attached is the [Cheat Sheet](#).

Link: https://onbaseform.csus.edu/apps/forms/soc_msw_application.aspx

MSW Application due January 10, 2025

Three-Year Weekend / Part-Time (Available Fall 2027)

The three-year weekend program is designed for those students who are currently working full-time in county child protective services so as to expand their knowledge, skills, and employability while working towards earning an MSW. Classes are held on Saturdays and Sundays in order that working students do not have to leave their current employment. The program is highly competitive and only offered once every three years. The Part-Time program admits a limited number of students each year. The first year is just course work; then across the second and third years, there is a combination of fieldwork and coursework. This program is only offered as part of the Title IV-E stipend program. The three-Year program is not accepting applicants for the Fall 2025 admissions cycle.

***Visit Title IV-E website to apply:** <https://www.csus.edu/college/health-human-services/social-work/title-ive.html>

GRE (waived for Fall 2025)

The GRE test is waived for the MSW program.