

# Academic Policies and Procedures

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## Review and Grievance Procedures

The Steve Hicks School of Social Work document [Student Standards for Social Work Education](#) in the BSW Handbook delineates standards for professional education that apply to students enrolled in the Steve Hicks School of Social Work. Because of the nature of professional social work practice, the Steve Hicks School of Social Work has different expectations of students than do nonprofessional programs. All social work students are expected to abide by the *Standards* and by the National Association of Social Workers (NASW) Code of Ethics. When a student's performance does not meet expectations according to these established guidelines, a review may be called to bring the problem to the student's attention and to develop a plan to address the problem. Usually, the issue is resolved and the student is continued in the program with additional support provided to the student and/or conditions established for the student's continuance in the program. In some instances, depending on the nature of the problem, the student may be referred to the University's Office of the Dean of Students, counseled to change majors, or dismissed from the program.

Students enrolled in the social work program have the right to appeal decisions made by the social work program, including academic dismissal. Students are assured freedom from reprisals for filing appeals. Students who wish to appeal a decision made during a school review process should consult the *Standards* for information on grievance procedures, located in the [BSW Handbook](#).

## Professional Liability Insurance

All social work students enrolled in the field practicum S W 645F and S W 645G are required to purchase professional malpractice coverage through the University. The field office will inform students about the group insurance plan and required procedures. The estimated cost of professional malpractice coverage for students is \$15 a semester.

## Honors

### University Honors

The designation University Honors, awarded at the end of each fall/spring semester, gives official recognition and commendation to students whose grades for the semester indicate distinguished academic accomplishment. Both the quality and the quantity of work done are considered. Criteria for University Honors are given in [General Information](#).

### Graduation with University Honors

Students who, upon graduation, have demonstrated outstanding academic achievement are eligible to graduate with University Honors. Criteria for graduation with University Honors are given in [General Information](#).

### Social Work Honors Program

The [Social Work Honors Program](#) is available to outstanding students who have distinguished themselves by superior academic performance during their time at the University. The BSW Honors program challenges students to see the world as presenting research questions that can be answered through the application of social work theories and values.

Interested social work majors should apply for admission to the Honors Program Subcommittee of the BSW Curriculum Committee at least one

full year before they expect to graduate. A University grade point average of at least 3.00 is required for admission, as is a grade point average of at least 3.0 in all of the coursework required for the major that the student has completed. The requirements for graduation from the Social Work Honors Program which are in addition to the requirements for the major, are: (1) a six-hour, two-semester honors tutorial course with a grade of at least *B-* for each semester; (2) an oral presentation of the student's honors thesis in a research colloquium open to the Steve Hicks School of Social Work community and the public; (3) a University grade point average of at least 3.50 and a grade point average of at least 3.50 in the courses required for the major and for the Social Work Honors Program; and (4) completion in residence at the University of at least 60 hours of coursework counted toward the degree.