

# SOCIAL WORK: PART TIME, MSW

**Admissions to the Social Work: Part Time MSW will be suspended as of spring 2026 and will be discontinued as of fall 2029. If you have any questions, please contact the department.**

This is a named option in the Social Work (<https://guide.wisc.edu/graduate/social-work/social-work-msw/#text>) MSW degree plan.

The Part-Time MSW program is designed to allow students who are not able to pursue full-time study to work toward a MSW degree on a structured, time-extended basis with classes delivered in a hybrid manner (using in-person session and online technology).

- In-person sessions offered every other Saturday. Students should plan to be on campus each semester.
- Fieldwork options may be offered in your home community.
- Focus areas in child, youth and family welfare or mental health are offered.

Applicants must meet the School of Social Work admission requirements to be accepted into the program.

Applicants with a CSWE-accredited Bachelor of Social Work degree from within the last five years should instead look at Social Work Advanced Standing, Part Time, MSW (<https://guide.wisc.edu/graduate/social-work/social-work-advanced-standing-msw/social-work-advanced-standing-part-time-msw/#text>).

## ADMISSIONS

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**Admissions to the Social Work: Part Time MSW will be suspended as of spring 2026 and will be discontinued as of fall 2029. If you have any questions, please contact the department.**

Please consult the table below for key information about this degree program's admissions requirements. The program may have more detailed admissions requirements, which can be found below the table or on the program's website.

Graduate admissions is a two-step process between academic programs and the Graduate School. **Applicants must meet the minimum requirements (<https://grad.wisc.edu/apply/requirements/>) of the Graduate School as well as the program(s).** Once you have researched the graduate program(s) you are interested in, apply online (<https://grad.wisc.edu/apply/>).

Requirements	Detail
Fall Deadline	May 1
Spring Deadline	The program does not admit in the spring.
Summer Deadline	The program does not admit in the summer.
GRE (Graduate Record Examinations)	Not required.

**English Proficiency Test** Every applicant whose native language is not English or whose undergraduate instruction was not in English must provide an English proficiency test score and meet the Graduate School minimum requirements (<https://grad.wisc.edu/apply/requirements/#english-proficiency>) and Social Work's higher requirements:  
TOEFL (iBT): 100  
TOEFL (PBT): 600  
Duolingo (DET): 130

**Other Test(s) (e.g., GMAT, MCAT)** n/a

**Letters of Recommendation Required** 3

Online applications are available through the School of Social Work website (<http://socwork.wisc.edu/>).

**Admission into the master's degree program** includes the Graduate School requirement that applicants hold a minimum undergraduate grade-point average (GPA) of 3.00 on the equivalent of the last 60 semester hours (approximately two years of work) or a master's degree with a minimum cumulative GPA of 3.00 is required. Applicants from an international institution must demonstrate strong academic achievement comparable to a 3.00 for an undergraduate or master's degree, using all credits from the degree to calculate the GPA equivalency. The Graduate School will use your institution's grading scale. Do not convert your grades to a 4.00 scale.

Applicants apply online through the Graduate School's application site (link found in the instructions on the School of Social Work website). A complete application includes both the Graduate School application and the School of Social Work's supplemental application forms.

Applicants must review the instructions on the School of Social Work (<https://socwork.wisc.edu/admissions/mswapp/>) website for specific application details and prerequisites.

### ADVANCED STANDING

Individuals who have completed a Council on Social Work Education (CSWE) accredited Bachelor of Social Work (BSW) degree within five years from the academic year of graduation to the academic year of enrollment should apply to Part Time Social Work Advanced Standing.

## FUNDING

### FUNDING

#### GRADUATE SCHOOL RESOURCES

[The Bursar's Office provides information about tuition and fees associated with being a graduate student. Resources to help you afford graduate study might include assistantships, fellowships, traineeships, and financial aid. Further funding information is available from the Graduate School.](#)

Be sure to check with your program for individual policies and restrictions related to funding.

#### MSW PROGRAM RESOURCES

Thanks to the generosity of friends and alumni, the Sandra Rosenbaum School of Social Work also has a number of Awards and Scholarships (<https://socwork.wisc.edu/students/awards-and-scholarships/>) available

to MSW applicants and current MSW students, ranging from several hundred dollars to covering the full cost of tuition and fees, as well as training grants and other opportunities (<https://socwork.wisc.edu/students/awards-and-scholarships/#other-opportunities>) that can provide funding for students with specific career interests.

Students also have access to federal loans and work study.

## GRADUATE ASSISTANTSHIP POLICY

Per university policy, 131 students (which includes the Part-Time Program) are permitted to hold TA/RA/PA positions (including those above 33%) but will not receive the tuition remission that is typically part of the compensation package for a graduate assistantship. Limited School funding may be available to support Part-Time MSW students working as a TA for the School.

## SUMMER COURSEWORK MAY BE REQUIRED

Students should make sure they have enough financial aid to cover summer classes. We strongly recommend students talk to the Office of Student Financial Aid (<https://financialaid.wisc.edu/>) to create a financial aid plan that will meet their needs.

## PART-TIME MSW PROGRAM STUDENTS NOTE

Students in this program may not take courses outside the prescribed curriculum without faculty advisor and program director approval. Students in this program cannot enroll concurrently in other undergraduate or graduate degree programs.

## REQUIREMENTS

### MINIMUM GRADUATE SCHOOL REQUIREMENTS

Review the Graduate School minimum degree requirements (<https://guide.wisc.edu/graduate/#requirements-text>) and policies (<https://guide.wisc.edu/graduate/#policies-text>), in addition to the program requirements listed below.

### NAMED OPTION REQUIREMENTS MODE OF INSTRUCTION

Face to Face	Evening/ Weekend	Online	Hybrid	Accelerated
Yes	Yes	No	Yes	No

#### Mode of Instruction Definitions

**Accelerated:** Accelerated programs are offered at a fast pace that condenses the time to completion. Students typically take enough credits aimed at completing the program in a year or two.

**Evening/Weekend:** Courses meet on the UW-Madison campus only in evenings and/or on weekends to accommodate typical business schedules. Students have the advantages of face-to-face courses with the flexibility to keep work and other life commitments.

**Face-to-Face:** Courses typically meet during weekdays on the UW-Madison Campus.

**Hybrid:** These programs combine face-to-face and online learning formats. Contact the program for more specific information.

**Online:** These programs are offered 100% online. Some programs may require an on-campus orientation or residency experience, but the courses will be facilitated in an online format.

## CURRICULAR REQUIREMENTS

Requirement Detail	
Minimum Credit Requirement	49 credits
Minimum Residence Credit Requirement	16 credits
Minimum Graduate Coursework Requirement	25 credits must be graduate-level coursework. Refer to the Graduate School: Minimum Graduate Coursework (50%) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1244">https://policy.wisc.edu/library/UW-1244</a> ( <a href="https://policy.wisc.edu/library/UW-1244/">https://policy.wisc.edu/library/UW-1244/</a> ).
Overall Graduate GPA Requirement	3.00 GPA required. Refer to the Graduate School: Grade Point Average (GPA) Requirement policy: <a href="https://policy.wisc.edu/library/UW-1203">https://policy.wisc.edu/library/UW-1203</a> ( <a href="https://policy.wisc.edu/library/UW-1203/">https://policy.wisc.edu/library/UW-1203/</a> ).
Other Grade Requirements	Grades of C are accepted only if they are offset by an equal number of credits of A. Candidates who receive more than two grades of C (in courses that do not extend beyond one term) or a grade of D or F while in the program will be dropped from the MSW Program. Candidates who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. (This policy does not apply to grades received for courses taken to meet the statistics prerequisite while in the program but it will affect the GPA).
Assessments and Examinations	None.
Language Requirements	None.

## REQUIRED COURSES

MSW students complete all generalist courses unless granted an exemption (<https://socwork.wisc.edu/students/exemptions/>):

Code	Title	Credits
SOC WORK 400	Field Practice and Integrative Seminar I	4
SOC WORK 401	Field Practice and Integrative Seminar II	4
SOC WORK 441	Generalist Practice with Individuals, Families and Groups	3
SOC WORK 442	Generalist Practice with Communities and Organizations	2
SOC WORK 612	Psychopathology in Generalist Social Work Practice	2
SOC WORK 650	Methods of Social Work Research	3
SOC WORK 708	The Field of Social Work	2
SOC WORK 709	Social Policy	2
SOC WORK 710	Diversity, Oppression and Social Justice in Social Work	2

SOC WORK 711	Human Behavior and the Environment	2
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**Total Credits** 26

Generalist courses must be completed before beginning Advanced Generalist courses.

### Advanced Generalist Specialization

In a broad social justice framework, advanced practice (students continuing from the Generalist years) or advanced standing (students entering the Program with a recent BSW) MSW students complete an advanced generalist practice specialization. Students may choose one of two focus areas:

1. Child, Youth, and Family Welfare; and
2. Mental Health.

For more information about focus area recommendations, students should refer to the Specialization Handbook found on the Social Work website Student Resources page (<https://socwork.wisc.edu/students/resources/>).

Students complete an **Advanced Practice** class in a focus area, a **Policies & Services** class in a focus area, a sequence of **Field Practice** in a focus area, **Advanced Macro Practice**, and three "free electives" chosen in consultation with an advisor. Students may also choose to complete their advanced generalist practice specialization with no focus area, and still complete **Advanced Practice**, **Policies & Services**, and **Field Practice** courses that are based within focus areas, in addition to **Advanced Macro Practice** and three "free electives" chosen in consultation with an advisor.

Code	Title	Credits
<b>Advanced Practice (choose one)</b>		<b>2</b>
SOC WORK 741	Interventions with Children, Youth, and Families	
SOC WORK 821	Social Work Practice in Aging and Mental Health	
SOC WORK 835	Advanced Social Work Practice in Mental Health	
SOC WORK 873	Social Work Practice in Health Care	
<b>Policies &amp; Services (choose one)</b>		<b>2</b>
SOC WORK 836	Mental Health Policies and Services	
SOC WORK 875	Health, Aging, and Disability Policy and Services	
SOC WORK 920	Child, Youth, and Family Policies and Services	
<b>Advanced Macro Practice</b>		<b>2</b>
SOC WORK 840	Advanced Macro Practice	
<b>Advanced Practice Field<sup>1</sup></b>		<b>11</b>
SOC WORK 800	Field Practice and Integrative Seminar III	
SOC WORK 801	Field Practice and Integrative Seminar IV	
<b>Three free electives from the list below chosen in consultation with advisor.</b>		<b>6</b>
<b>Total Credits</b>		<b>23</b>

Handbook found on the Social Work website Student Resources page (<https://socwork.wisc.edu/students/resources/>).

### Free Electives

The Specialization Handbook (<https://socwork.wisc.edu/students/resources/#part-time-msw-students>) has suggested electives for pathways and select sub-focuses. Not all electives are available in a given year or semester.

Code	Title	Credits
SOC WORK 644	Issues in Developmental Disabilities	3
SOC WORK 646	Child Abuse and Neglect	2
SOC WORK 656	Child Welfare Practice in Foster and Kinship Care, Permanency, and Adoption	2
SOC WORK 712	Psychopathology for Social Work Practice in Mental Health	3
SOC WORK 742	Assessing and Treating Children and Adolescents	2
SOC WORK 815	Social Work Practice in Schools I	2
SOC WORK 817	Social Work Practice in Schools II	2
SOC WORK 821	Social Work Practice in Aging and Mental Health	2
SOC WORK 825	Grief, Death, Loss, and Life	2
SOC WORK 842	Supervision and Leadership in Social Work and Human Services Organizations	3
SOC WORK 870	Cognitive and Behavioral Mental Health Treatments for Adults	2
SOC WORK 874	Health, Aging, and Disability Practice for the 21st Century	2
SOC WORK 929	Social Work and Substance Misuse	2

### Other Policy

Students in this program may not take courses outside the prescribed curriculum without faculty advisor and program director approval. Students in this program cannot enroll concurrently in other undergraduate or graduate degree programs.

## POLICIES

### GRADUATE SCHOOL POLICIES

The Graduate School's Academic Policies and Procedures (<https://grad.wisc.edu/acadpolicy/>) serve as the official document of record for Graduate School academic and administrative policies and procedures and are updated continuously. Note some policies redirect to entries in the official UW-Madison Policy Library (<https://policy.wisc.edu/>). Programs may set more stringent policies than the Graduate School. Policies set by the academic degree program can be found below.

### NAMED OPTION-SPECIFIC POLICIES

#### PRIOR COURSEWORK

##### Graduate Credits Earned at Other Institutions

Graduate credits in equivalent generalist courses completed with a grade of B or better taken at CSWE-accredited MSW programs may be used to fulfill the minimum degree credit requirement. In general, coursework

<sup>1</sup> For information on available Advanced Practice field units and the process of selecting a field unit, students should refer to the Field

earned five or more years prior to admission to the MSW Program may not be used to satisfy degree credit minimums. Graduate credits from other MSW programs/institutions may not be used to fulfill the Minimum Residence Credit Requirement.

### Undergraduate Credits Earned at Other Institutions or UW-Madison

Graduates of **UW-Madison** may transfer only those courses numbered 300 or above toward their minimum graduate degree credit requirement for coursework determined by the social work faculty to be equivalent to the MSW generalist coursework, up to 7 credits. Coursework completed through a degree earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements. Students seeking credit for previously completed social work practice courses may only do so if completed while declared in the BSW degree program.

MSW students may transfer undergraduate coursework from **external institutions** determined by the social work faculty to be equivalent to the MSW generalist coursework, up to 7 credits. Coursework completed through a degree earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements. Students seeking credit for previously completed social work practice courses may only do so if completed while enrolled in a CSWE-accredited BSW degree program.

### Credits Earned as Professional Student at UW-Madison (Law, Medicine, Pharmacy, and Veterinary careers)

No credits accepted.

### Credits Earned as a University Special Student at UW-Madison

On a case-by-case basis generalist Social Work courses numbered 300 or above taken as a UW-Madison University Special student may transfer to fulfill degree requirements. No more than 7 credits of generalist course may be used for this purpose. Coursework earned five or more years prior to admission to the MSW program may not be used to satisfy credit requirements.

## PROBATION

Refer to the Graduate School: Probation (<https://policy.wisc.edu/library/UW-1217/>) policy.

### Satisfactory Progress Criteria:

Graduate students are required to maintain and graduate with a cumulative GPA of 3.00.

Grades of "C" are accepted only if offset by an equal number of credits of grades of A. Students who receive more than two grades of C or a grade of D or F will be dropped from the MSW Program. (This policy does not apply to grades received for courses taken to meet the Statistic prerequisite while in the program but will affect the GPA).

Students who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. Refer to the Field Education Handbook (found on the Social Work Student Resources site (<https://socwork.wisc.edu/students/resources/#part-time-msw-students>)) for more details about grades in Field.

## ADVISOR / COMMITTEE

All master's candidates are assigned to the social work academic advisors.

## CREDITS PER TERM ALLOWED

15 credits

## TIME LIMITS

Students who withdraw from the Part-Time MSW Program without having completed at least 6 credits must reapply for admission to the Part-Time Program.

Refer to the Graduate School: Time Limits (<https://policy.wisc.edu/library/UW-1221/>) policy.

## GRIEVANCES AND APPEALS

These resources may be helpful in addressing your concerns:

- Bias or Hate Reporting (<https://doso.students.wisc.edu/bias-or-hate-reporting/>)
- Graduate Assistantship Policies and Procedures (<https://hr.wisc.edu/policies/gapp/#grievance-procedure>)
- Hostile and Intimidating Behavior Policies and Procedures (<https://hr.wisc.edu/hib/>)
  - Office of the Provost for Faculty and Staff Affairs (<https://facstaff.provost.wisc.edu/>)
- Employee Assistance (<http://www.eao.wisc.edu/>) (for personal counseling and workplace consultation around communication and conflict involving graduate assistants and other employees, post-doctoral students, faculty and staff)
- Employee Disability Resource Office (<https://employeeabilities.wisc.edu/>) (for qualified employees or applicants with disabilities to have equal employment opportunities)
- Graduate School (<https://grad.wisc.edu/>) (for informal advice at any level of review and for official appeals of program/departmental or school/college grievance decisions)
- Office of Compliance (<https://compliance.wisc.edu/>) (for class harassment and discrimination, including sexual harassment and sexual violence)
- Office Student Assistance and Support (OSAS) (<https://osas.wisc.edu/>) (for all students to seek grievance assistance and support)
- Office of Student Conduct and Community Standards (<https://conduct.students.wisc.edu/>) (for conflicts involving students)
- Ombuds Office for Faculty and Staff (<http://www.ombuds.wisc.edu/>) (for employed graduate students and post-docs, as well as faculty and staff)
- Title IX (<https://compliance.wisc.edu/titleix/>) (for concerns about discrimination)

## L&S POLICY FOR GRADUATE STUDENT ACADEMIC APPEALS

Graduate students have the right to appeal an academic decision related to an L&S graduate program if the student believes that the decision is inconsistent with published policy.

Academic decisions that may be appealed include:

- Dismissal from the graduate program
- Failure to pass a qualifying or preliminary examination
- Failure to achieve satisfactory academic progress
- Academic disciplinary action related to failure to meet professional conduct standards

Issues such as the following cannot be appealed using this process:

- A faculty member declining to serve as a graduate student's advisor.
- Decisions regarding the student's disciplinary knowledge, evaluation of the quality of work, or similar judgements. These are the domain of the department faculty.
- Course grades. These can be appealed instead using the L&S Policy for Grade Appeal (<https://kb.wisc.edu/lis/22258/>).
- Incidents of bias or hate, hostile and intimidating behavior (<https://hr.wisc.edu/hib/>), or discrimination (Title IX (<https://compliance.wisc.edu/titleix/>), Office of Compliance (<https://compliance.wisc.edu/eo-complaint/formal-investigations/>)). Direct these to the linked campus offices appropriate for the incident(s).

### Appeal Process for Graduate Students

A graduate student wishing to appeal an academic decision must follow the process in the order listed below. Note time limits within each step.

1. The student should first seek informal resolution, if possible, by discussing the concern with their academic advisor, the department's Director of Graduate Studies, and/or the department chair.
2. If the program has an appeal policy listed in their graduate program handbook, the student should follow the policy as written, including adhering to any indicated deadlines. In the absence of a specific departmental process, the chair or designee will be the reviewer and decision maker, and the student should submit a written appeal to the chair within 15 business days of the academic decision. The chair or designee will notify the student in writing of their decision.
3. If the departmental process upholds the original decision, the graduate student may next initiate an appeal to L&S. To do so, the student must submit a written appeal to the L&S Assistant Dean for Graduate Student Academic Affairs within 15 business days of notification of the department's decision.
  - a. To the fullest extent possible, the written appeal should include, in a single document: a clear and concise statement of the academic decision being appealed, any relevant background on what led to the decision, the specific policies involved, the relief sought, any relevant documentation related to the departmental appeal, and the names and titles of any individuals contributing to or involved in the decision.
  - b. The Assistant Dean will work with the Academic Associate Dean of the appropriate division to consider the appeal. They may seek additional information and/or meetings related to the case.
  - c. The Assistant Dean and Academic Associate Dean will provide a written decision within 20 business days.
4. If L&S upholds the original decision, the graduate student may appeal to the Graduate School. More information can be found on their website: Grievances and Appeals (<https://grad.wisc.edu/documents/grievances-and-appeals/>) (see: Graduate School Appeal Process).

## OTHER

### Credit versus Placement

The above policies only refer to coursework for credit. Additional opportunities may be available for students to demonstrate competence and prior knowledge to place out of required courses without earning credit.

### Coursework over five years

Coursework that does not meet the above policies is not sufficient to meet program requirements. Students may choose to demonstrate competence

in required foundation courses through examination for credit (<https://socwork.wisc.edu/students/exemptions/>) for select courses.

## PROFESSIONAL DEVELOPMENT

### PROFESSIONAL DEVELOPMENT GRADUATE SCHOOL RESOURCES

Take advantage of the Graduate School's professional development resources (<https://grad.wisc.edu/pd/>) to build skills, thrive academically, and launch your career.

### PROGRAM RESOURCES

MSW students can also take advantage of the College of Letters & Sciences SuccessWorks (<https://successworks.wisc.edu/>) services, including their Canvas modules (<https://successworks.wisc.edu/canvas/>) on jobs and internships.