

Send **ALL** application materials to Graduate Admissions by email (preferred): gradadm@louisville.edu, or by mail:

Graduate Admissions
University of Louisville
Louisville, KY 40292

An application is not complete until the Graduate Admissions Office receives the following documentation:

Post Graduate Pre-Registration Form

- Complete [HERE](#)
- Student will indicate if CEUs will be requested for coursework completed. (Fee may apply)
- Continuing Education Units are approved by the Kentucky Board of Social Work.

Online application at uofl.me/grad-admission

- Apply as a non-degree seeking, post master's student.
- \$65 non-refundable application fee. For information on application fee waiver eligibility criteria, please contact the Graduate Admissions Office at (502) 852-6495.

Official transcripts from all degree granting institutions

- Transcripts must be OFFICIAL. Faxed transcripts cannot be accepted.
- Graduate degree must be from a regionally accredited college/university. You can check your school's accreditation here: www.chea.org/search. Have transcript sent directly to UofL Graduate Admissions.
- **UofL transcripts are provided automatically.**

Statement

This statement should be double-spaced, in 12pt Times New Roman font, and address all parts of the prompt.

- Please submit a statement articulating your experiences with children and families and your career goals relevant to the completion of the specialization.

Two (2) Letters of Recommendation

Recommendation should be submitted by someone who is familiar with your work with children and can assess your potential to successfully complete the School Social Work Specialization. **(Need actual letters, not UL Recommendation forms.)**

Submit Resume

- Include all current/past employment, volunteer and internship experience.

Curriculum Planning Sheet

- Attached

Signed Technology Agreement

- Attached

Signed Admissions Agreement

- Attached

Signed Education Ethics Statement

- Attached

Certification Application Procedures (if eligible) Check Eligibility [HERE](#)

- Go to EPSB website (www.kyepsb.net) and follow instructions for How do I...apply for a new certificate.
- Send your CA-1, all official transcripts for each degree granting institution, and your completed curriculum planning sheet to Deborah McMurray at University of Louisville, Kent School of Social Work, Louisville, KY 40292.
- If you are a post master's applicant, have your employer (Local Education Agency) upload documentation of employment status.