

STUDENT ACADEMIC POLICIES AND PROCEDURES MANUAL

Performance Standards Communication Skills

Social work students must communicate effectively and professionally with other students, faculty, staff, clients, and other professionals. Ideas and feelings should be clearly communicated and demonstrate a willingness and ability to listen to others. Students must demonstrate proficient skills in spoken and written English in order to understand the content presented in the program, and to competently complete oral and written assignments. Students are required to be computer literate.

Interpersonal Skills

Social work students must demonstrate the interpersonal skills needed to relate effectively to other students, faculty, staff, clients, and other professionals. Students will exhibit compassion, integrity, and respect for others.

Knowledge Base and Skills for Social Work Practice

The professional knowledge necessary for social work students is grounded in empirically-based and relevant knowledge. This includes developing the skills for relationship building, data gathering, assessment, intervention, and evaluation of practice. It is important that students exhibit critical thinking in both academic courses and field instruction. Students must demonstrate social work competencies.

Stress Management

Social work students should recognize the importance of handling stress within the context of family life, work, social life, and rigorous academic requirements. Social work students are encouraged to implement strategies for appropriate self-care and life/school/work balance so that stress does not impact meeting the GSS program requirements.

Professional Commitment

It is important for social work students to demonstrate the values, goals and ethical standards of the social work profession. These encompass individuals' dignity and worth of all persons and their right to the equity of society's resources.

Self-Awareness

The development of self-awareness is an important component of becoming a professional social worker. Social work students will develop the ability to understand their values, beliefs, attitudes, and biases that affect their thinking, behavior, and relationships. It is vital that students show awareness of self and be willing to examine and change behavior when it interferes with working with clients and/or other professionals.

Objectivity

Social work students must strive to remain objective and non-judgmental as they are assessing and evaluating clients, their situations, and developing interventions. The use of appropriate professional tools and

processes taught in the classroom and field instruction settings assist in identifying and amending individual and institutionalized biases that may arise during the course of decision-making.

Empathy

Communicating empathy is critical to supporting individuals, families, communities and organizations in field settings as well as in the classroom.

Medical Issues

The use of sound judgment when social work students are facing medical and/or emotional problems that compromise scholastic and professional performance is important. Seeking professional help for personal problems, medical problems, psychosocial distress, substance use, or mental health difficulties is critical in order to address the best interests of the student and those to whom the student has professional responsibility.

Ethical Obligations

Social work students must:

- Social work students are mandated to practice in accordance with the professional codes of ethics developed by the National Association of Social Workers (NASW) for the social work profession
- Appreciation for the value of diversity, equity, inclusion and belonging are the tenets of the social work profession. Social work students will serve in an appropriate manner all persons in need of assistance, regardless of the person's age, class, race, ethnicity, religious affiliation (or lack thereof), gender, ability, sexual orientation, and value system. Students must not impose their own personal, religious, sexual and/or cultural values on clients.
- Respect the rights of others at all times
- Maintain confidentiality in the classroom, field practicums, and other professional settings
- Demonstrate honesty and integrity by being truthful about one's own background, experiences, and qualifications; adhere at all times to University policies on plagiarism
- Establish clear and appropriate boundaries consistent with University and agency policies. There is never to be sexual harassment of others; making any verbal or physical threats; becoming involved in sexual relationships with clients or supervisors; abusing others in physical, emotional, verbal, or sexual ways; or participating in dual relationships where conflicts of interest may exist.

Professional Behavior

Social work students exhibit behaviors that are in full compliance with program and institutional policies, professional ethical standards, and societal laws in the classroom, field settings, and the community. Students' appearance, dress, and general demeanor must reflect a professional manner. Professional behavior requirements include:

- Possessing the knowledge base and practicing within the scope of the nine professional social work competencies
- Respecting the rights of others at all times
- Being punctual and dependable
- Prioritizing responsibilities
- Regularly attending classes and fieldwork
- Observing deadlines and completing assignments on time

- Keeping appointments or making appropriate arrangements
- Accepting supervision and constructive criticism in a positive manner
- Being able to advocate for themselves in an appropriate and responsible manner and using proper channels of communication for conflict resolution