



**APPLICATION DEADLINE: MARCH 31**

If you have or will have completed 30 credit hours of university level work and are in good standing, please call 204-677-1454 or No Charge Dial 1-866-237-5509; you may need to complete a different application form. If this does not apply to you AND you are at least 21 years of age, please complete this form.

**ANSWER ALL QUESTIONS FULLY.**

**COMPLETE APPLICATION BY INCLUDING AND CHECKING OFF THE FOLLOWING REQUIRED INFORMATION:**

TRANSCRIPTS \_\_\_\_\_ TWO (2) REFERENCE FORMS \_\_\_\_\_ PROOF OF AGE \_\_\_\_\_

ALL INFORMATION ON THIS FORM IS CONFIDENTIAL AND IS TO BE USED ONLY IN ASSESSING APPLICANTS ELIGIBILITY/SUITABILITY FOR THE PROGRAM.

APPLICATION TO BE COMPLETED IN APPLICANT'S HANDWRITING.

DO YOU WISH TO ATTEND OUR PROGRAM: FULL TIME [ ] PART TIME [ ]

**A. PERSONAL HISTORY**

Name: \_\_\_\_\_  
Last First Second

Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Postal Code \_\_\_\_\_

How long have you lived at this address? \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

E-mail: \_\_\_\_\_  
(\*\*REQUIRED\*\*)

Community of Origin (where you grew up): \_\_\_\_\_

How long have you lived in Northern Manitoba? \_\_\_\_\_

**AGE:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_  
Month Day Year

**SOCIAL INSURANCE NUMBER:** \_\_\_\_\_

**ARE YOU A CANADIAN CITIZEN?** Yes [ ] No [ ]

If not born in Canada, how long have you lived in Canada? \_\_\_\_\_

**ANCESTRY:** (Please check one)

If Aboriginal: Status [ ] Non Status [ ] Metis [ ] Inuit [ ]  
If Non-Aboriginal: Immigrant [ ] Refugee [ ] Other [ ]

Is English your first language? Yes [ ] No [ ]

What language(s) did you grow up hearing? \_\_\_\_\_

**MARITAL STATUS:**

Single Parent [ ] Single [ ] Married/Common-Law [ ]

**DEPENDENT'S NAME (S) AGE RELATIONSHIP TO YOU**

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How many of the above are you supporting financially? \_\_\_\_\_



Have you completed/Are you currently taking:

Aboriginal CFS Diploma? Yes [ ] No [ ]

First Nations Community Wellness Diploma? Yes [ ] No [ ]

Applied Counselling at U of M? Yes [ ] No [ ] at RRCC or KCC? Yes [ ] No [ ]

***If you have post-secondary education, enclose an original transcript of your marks from all post-secondary institutions you attended. This is important for your application to be processed.*** (It will be returned) Have you previously applied to the Faculty of Social Work at Thompson?

Yes [ ] No [ ] U of M student number: \_\_\_\_\_

**C. EMPLOYMENT/COMMUNITY INVOLVEMENT:**

**1. Are you currently:**

Employed Full-Time (30 hr/wk or more)  Employed Casually

Employed Part-Time  A Student  A Volunteer

Unemployed

**2. Employment History:** (Begin with your present job)

Employer	Position	Dates (mth/yr to mth/yr)	Reason for Leaving
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**3. Volunteer/Community Involvement:** (List all volunteer experience and community involvement that you have had in the past five years.)

Organizations (Name & Place)	Years(s) Involved	Your Function
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**D. FINANCIAL INFORMATION:**

The financial information should be based on combined family income.

YOUR APPLICATION IS NOT COMPLETE UNLESS THIS SECTION IS COMPLETED ACCURATELY. THIS INFORMATION WILL BE USED TO HELP IDENTIFY WHAT FUNDING SOURCE MIGHT BE AVAILABLE TO YOU.

	<b>Your Monthly Income:</b>	<b>Your Partner's Monthly Income</b>
Job Income	_____	_____
E.I.	_____	_____
Social Assistance	_____	_____
Family Allowance	_____	_____
Other ( <i>specify</i> )	_____	_____

**ANNUAL**       \$0-5,000       \$5,001-10,000       \$10,001-15,000 **INCOME**  
**LEVEL:**     \$15,001-20,000     \$20,001-25,000     \$25,001 plus

**Have you ever applied for a Canada Student Loan?** \_\_\_\_\_ **If yes, year** \_\_\_\_\_

**IF SEEKING FUNDING SUPPORT THROUGH CANADA STUDENT LOANS**

**PLEASE NOTE:** PERSONS IN DEFAULT ON PREVIOUS CANADA STUDENT LOANS OR WHO HAVE DECLARED BANKRUPTCY SHOULD CONTACT THE MANITOBA STUDENT FINANCIAL ASSISTANCE PROGRAM (945-6321 OR 1-800-204-1685) TO EXPLORE OPTIONS REGARDING FUNDING ELIGIBILITY.

<b>How did you learn about the program?</b>		
Band Office <input type="checkbox"/>	Program Personnel <input type="checkbox"/>	Radio <input type="checkbox"/>
Student <input type="checkbox"/>	Human Resources <input type="checkbox"/>	Newspaper <input type="checkbox"/>
School <input type="checkbox"/>	Social Assistance <input type="checkbox"/>	Career Days <input type="checkbox"/>
Website <input type="checkbox"/>		
Other ( <i>specify</i> ) _____		





## F. DECLARATION:

Applicants are advised to read all application materials carefully. Failure to disclose relevant facts (including ALL previous attendance at post-secondary institutions) and/or submissions of false information or documentation may result in acceptance and registration being withdrawn. If this information is discovered in a subsequent session it may result in dismissal from the University. Registration at a post-secondary institution subsequent to the submission of this application must be declared in writing.

- ! I hereby certify that I have read and understood the instructions and information on this application form and that all statements made in connection with this application are true and complete.
- ! I authorize the University to verify any information, transcripts or reference letters provided as part of this application.
- ! I accept that any information on falsified documents may be shared with the Association of Registrars of the Universities and Colleges of Canada.
- ! I authorize my high school/university to release my academic record(s) should the need arise to accelerate the processing of this application.

**Date:** \_\_\_\_\_

**Signature of Applicant:** \_\_\_\_\_

### **Notice Regarding Collection, Use, and Disclosure of Personal Information by the University**

This personal information is being collected under the authority of *The University of Manitoba Act*. It will be used for the purposes of admission, registration, assessment of academic status, eligibility for the program, and communication with the student. It may be disclosed to other educational institutions, government departments and co-sponsoring organizations, and, for those students who are members of UMSU, it will be disclosed to the University of Manitoba Students' Union. Information regarding graduation and awards may be made public. Upon graduation, the student's name, address, and diploma/degree information will be provided to and maintained by the Alumni Records department in order to assist in the University's advancement and development efforts. It is protected by the Protection of Privacy provisions of *The Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of the information, contact the FIPPA/PHIA Coordinator's Office, University of Manitoba Archives & Special Collections, 331 Elizabeth Dafoe Library, Winnipeg, MB, Canada, R3T 2N2 (telephone 204-474-8339)

### **Notice Regarding Disclosure of Personal Information to Statistics Canada**

The Federal Statistics Act provides the legal authority for Statistics Canada to obtain access to personal information held by educational institutions. The information may be used only for statistical purposes, and the confidentiality provisions of the *Statistics Act* prevent the information from being released in any way that would identify a student.

At any time, students who do not wish to have their information used are able to ask statistics Canada to remove their identifying information from the national database.



**G. REFERENCES:**

**To the Applicant:** Your application will not be reviewed unless we receive written recommendations from two people who have current knowledge of you. Use the reference forms included in this application. Give them to the referees of your choice.

**IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOUR REFERENCES REACH US BY THE APPLICATION DEADLINE.**

It is important that the people you choose as references are able to comment on your abilities for social work. **Suggested choices would be** social services workers, teachers, other professionals, and employers who have had close contact with you, or someone who has known you well for at least the last two years. **PLEASE DO NOT USE RELATIVES.**

The people you choose should complete the attached forms and return them directly to us.

Please list below the names, addresses, phone numbers, positions, and organizations of your two references. These people, in addition to previous employers, may be personally contacted for the purpose of obtaining additional information or clarification.

**References:**

1. **Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
\_\_\_\_\_ **Postal Code** \_\_\_\_\_  
**Phone** \_\_\_\_\_  
**Position & Organization** \_\_\_\_\_  
**Relationship to Applicant** \_\_\_\_\_

2. **Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
\_\_\_\_\_ **Postal Code** \_\_\_\_\_  
**Phone** \_\_\_\_\_  
**Position & Organization** \_\_\_\_\_  
**Relationship to Applicant** \_\_\_\_\_

**PLEASE KEEP THIS PAGE WITH APPLICATION**

**UNIVERSITY OF MANITOBA**  
**NORTHERN SOCIAL WORK PROGRAM**  
**CONFIDENTIAL REPORT FORM #1**

You have been asked to be a reference for an applicant to the Northern Social Work ACCESS Program. Please complete this form and mail it directly to Student Records, Faculty of Social Work, 3 Station Road, Thompson, MB. R8N 0N3.

**DEADLINE: References are to be received before or on the deadline date.**

References are used to assist the Northern Bachelor of Social Work ACCESS Program select students for entry to the Bachelor of Social Work Program. The information supplied by you will remain confidential.

The name of the applicant for whom you are a reference \_\_\_\_\_  
\_\_\_\_\_

Your name \_\_\_\_\_

Organization (if any) \_\_\_\_\_

Your relationship to the applicant \_\_\_\_\_

How long have you known the applicant \_\_\_\_\_

Please comment on the applicant's:

a) Awareness of and concern about social issues

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ b)

Ability to relate to others

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ c)

Communication skills (written and verbal)

\_\_\_\_\_  
\_\_\_\_\_ d)

Critical thinking and judgement

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e) Initiative, creativity, resourcefulness

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f) Ability to work under stress or in ambiguous situations

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g) Honesty, integrity

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Please comment on any limitations that might affect this person in a university degree program and this career.

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Other comments:

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Signature of Referee \_\_\_\_\_ Phone # \_\_\_\_\_

**UNIVERSITY OF MANITOBA**  
**NORTHERN SOCIAL WORK PROGRAM**  
**CONFIDENTIAL REPORT FORM #2**

You have been asked to be a reference for an applicant to the Northern Social Work ACCESS Program. Please complete this form and mail it directly to Student Records, Faculty of Social Work, 3 Station Road, Thompson, MB. R8N 0N3.

**DEADLINE: References are to be received before or on the deadline date.**

References are used to assist the Northern Bachelor of Social Work ACCESS Program select students for entry to the Bachelor of Social Work Program. The information supplied by you will remain confidential.

The name of the applicant for whom you are a reference \_\_\_\_\_  
\_\_\_\_\_

Your name \_\_\_\_\_

Organization (if any) \_\_\_\_\_

Your relationship to the applicant \_\_\_\_\_

How long have you known the applicant \_\_\_\_\_

Please comment on the applicant's:

a) Awareness of and concern about social issues

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ b)

Ability to relate to others

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ c)

Communication skills (written and verbal)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ d)

Critical thinking and judgement

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

e) Initiative, creativity, resourcefulness

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f) Ability to work under stress or in ambiguous situations

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g) Honesty, integrity

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Please comment on any limitations that might affect this person in a university degree program and this career.

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Other comments:

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Signature of Referee \_\_\_\_\_ Phone # \_\_\_\_\_

## GUIDE TO COMPLETING APPLICATION FORM

If you have or will have completed 30 credit hours and are in good standing, please call 204-677-1454 or email [NSWP.admissions@umanitoba.ca](mailto:NSWP.admissions@umanitoba.ca) or No Charge Dial 1-866-237-5509 ; you may need to complete a different application form.

- All questions are to be answered fully in the applicant's own handwriting.
- Only **complete** applications will be considered. The five documents you must include with your application are **official school transcripts, autobiography, two reference forms and proof of age**. A photocopy of your driver's license, birth certificate or baptismal certificate is fine. **Please note original transcripts will be returned to you.**
- This information is **confidential** and will be used to assess your eligibility and suitability for the program.
- Return the completed application to:  
University of Manitoba  
Northern Social Work Program  
Attention: Student Records  
3 Station Road  
Thompson, Manitoba  
R8N 0N3

Or scan to [NSWP.admissions@umanitoba.ca](mailto:NSWP.admissions@umanitoba.ca) (preferred method)

- If you have any questions about how to fill out any part of the application form, or if you are unable to get all of the requested information, please call the Faculty of Social Work at 204-677-1454 or No Charge Dial 1-866-237-5509.

The program and its' Selection Committee will be making decisions based on the information that you provide in your application form. Please take your time in completing the application form. We do not want to deny someone an opportunity because we do not have enough information.

Information that you must provide to Student Records include:

- full name (while you were a student)
- date of birth
- school name and year attended
- grade level

School marks for Grade nine or lower will only be available from your former school. You should attempt to send your school marks to the Program at the same time as the application form. If you cannot include your marks with the application form, please explain why on the application form or contact the program.

## Letter of Reference

It is important that the person who is completing the reference form about you knows something about the Social Work Program, (length, location and type of training). Depending on who completes the form, they might write about your school and/or work experience, skills, accomplishments or personal qualities. The letter writer might also comment on what they think about your application to the Program. **Two Confidential Reference Forms are attached to the application form.**

You should attempt to include your reference forms with your application form. If the reference forms are sent separately, please indicate this on your application form. If your letter writers send their forms directly to the Program, it would be important to remind them that the letters must be received before the application deadline date.

## The Autobiography

This is a very important part of your application. **Please take your time in completing this part of the application form.**

The decisions that we have to make center around your academic, personal/social needs for support by the Program. Your suitability to the area of training or study is also given some consideration. If relocation is involved, it would be important that you write about your thoughts on relocation and previous experience in living elsewhere. If you have a family, it is very important that you write about how your family will be affected by the move and by your becoming a student. If you and your family have other concerns, it would be important to write about these concerns in your autobiography.

Sometimes it is difficult to brag about big or small accomplishments. We encourage you to write about your achievements, what you are proud of and what makes you special.

During the selection process, we take into consideration any work or volunteer experience an applicant may have in any kind of social service area. While such experience is not required for admission into the program, we see it as an indicator of interest, motivation and commitment to social work as a career.

Students may have some difficulty at first with the academic demands of university degree courses. Supports have been built into the program to make the adjustment as easy as possible. Development of reading and writing skills through upgrading courses prior to entry into the program also assist students in meeting academic demands.