



University of Manitoba

Northern Social Work Program, Thompson, Manitoba

APPLICATION DEADLINE: MARCH 1st

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) REFERENCES _____ 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 []

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 []

MARITAL STATUS:

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

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

PREVIOUS EDUCATION:

Formal Secondary: *(Please circle the last full year completed.)*

7	8	9	10	11 (General)	11 (University Entrance)
				12 (General)	12 (University Entrance)

Name & Location of School(s): _____

The year your last grade was completed: _____

Secondary Upgrading:

Have you received upgrading since you left school? Yes [] No []

If yes, was it: Circle level completed: Date Completed:

Adult Basic Ed.	8-10	11	12	_____
G.E.D.	10	11	12	_____

Other (*specify*) _____

Are you currently enrolled in an upgrading program? Yes [] No []

If yes, what is the anticipated completion date? _____

Post Secondary: Have you been to any education programs after high school or any training programs? (i.e. college, university, certificate, continuing education, upgrading, other provincial or federal programs, etc) Yes [] No [] ***Please list below.***

Institution Organization	Program Course	Date of Attendance From To (M/Y) (M/Y)	Did you complete the Program/ Course?

If you have post-secondary education, enclose an original transcript of all post-secondary institutions you attended. This is important for your application to be processed.

Have you previously applied to the Northern Social Work Program?

Yes [] No [] U of M student number: _____

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. 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

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.

How did you learn about the program?

Band Office

Program Personnel

Radio

Student

Human Resources

Newspaper

School

Social Assistance

Career Days

Website

Other

(specify) _____

AUTOBIOGRAPHY: Using a pen with black ink, in your **own** handwriting and your **own** words, please write a short autobiography. Include what you think we should know in order to evaluate your suitability and readiness for the program. Since you shouldn't assume you will get an interview, it is important that you include information which tells us why you want to be a social worker. Please stay within line boundaries. *Insert extra pages if necessary.*
(Do not write on the back.)

Your discussion **must** include the following information:

- where you were born and raised
- your participation in community activities
- your present family life and situation
- your personal strengths and weaknesses
- when and how you became interested in Social Work
- what you have done to pursue your interest in Social Work
- how your family and friends feel about you becoming a student
- anything else which you think we ought to know in order to assess your suitability for the program.

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.

REFERENCES:

To the Applicant: Your application **will not be reviewed unless** we receive written recommendations from two people who have current knowledge of you.

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.**

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

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, no Charge Dial 1-866-237-5509 or email christy.watkinson@umanitoba.ca; 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 four documents you must include with your application are **official post-secondary transcripts, autobiography, two references and proof of age**. A photocopy of your driver's license, birth certificate or baptismal certificate is fine.
- 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 Christy Watkinson at christy.watkinson@umanitoba.ca

- 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 Northern Social Work Program at 204-677-1454 or No Charge Dial 1-866-237-5509 or email christy.watkinson@umanitoba.ca

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

Letter of Reference

It is important that the persons who are listed as your references knows something about the Social Work Program, (length, location and type of training). They may be contacted before or after the interview process for additional information or clarification.

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.