

Mississippi Board of Examiners for Social Workers and Marriage and Family Therapist
Instructions for Alumnus
Verification of Education Form
<https://www.swmft.ms.gov/>

1. Complete the top session with your personal information.
2. You can find your graduation date on your transcript or degree. Also, you can access your unofficial transcript by visiting www.jsums.edu and log into PAWS.
3. Check "Social Worker" for the Bachelor Level Exam (LSW)
Check "Master of Social Work" for the Master Level Exam (LMSW)
Check "Certified Social Worker" for the Certified/Clinical Level Exam (LCSW)
4. Get the form notarized.
5. **Complete the bottom session of the form.**

Name of Institution: Jackson State University

Date of Attendance: Count the 1st Semester Enrolled until the Last Semester of Enrollment. Only include enrollment as a Social Work Major. Summer (June), Fall (August), Spring (January)

Date Degree Conferred: You will find the date on your degree and/or transcript

Program Name and Curriculum Description: Bachelor of Social Work Program (Generalist Practice) or Master of Social Work Program (Advanced Practice)

Social Work Program Accreditation: The Bachelor and Master of Social Work Programs are accredited by CSWE and SACS. Please check both.

Total Number of Academic Years: Count the years by starting with the 1st Semester enrolled and last semester enrolled

Degree Conferred: Bachelor of Social Work or Master of Social Work

Date of Field Practicum/Internship: Look for Field Practicum or Field Instruction on your transcript. List the first date or month you started and the last date or month you finished

The **MSW Advanced Standing** students always start in June (Summer Semester-Around the 1st week) and August for all other MSW students (Fall Semester-Around the 15th). MSW students end field practicum every Fall semester around the first week in December and Spring semester around April 30th. **Advanced Standing** students (1-year Program) must complete 500 field practicum hours. Others, complete 450 field practicum hours for two semesters.

During the Fall semester, **BSW** students start the field practicum around August 15 and finish around November 30. During the Spring semester, BSW students start around January 15 and end around April 30th.

*****If BSW students graduated before 2015, 500 field practicum hours were completed. After 2015, BSW students are required to complete 420 field practicum hours.**

*****Due to the pandemic (COVID-19), BSW students' field practicum hours have been reduced to 340.**

*****All Social Work majors (BSW or MSW) who are within 15 credit hours of graduating can take the licensure exam. Please access the Initial Application Form on the board's website and contact your department for required signature.**