

WAIVER PROCEDURES FOR SOC W 505 AND 506
University of Washington School of Social Work

WAIVER OF 505-506 BASED UPON OTHER GRADUATE COURSEWORK

Students who have completed a 500 level research series of courses in another graduate program may submit a copy of their official transcript to sswstsr@uw.edu for review. It is possible that these students may be able to waive both Soc W 505 and 506 based upon these courses as part of the waiver of MSW foundation curriculum completed at another institution. The MSW Program Director may need additional documentation of these courses (syllabi) to make a decision. If the student has completed a masters thesis or doctoral dissertation, the waiver of Soc W 505 and 506 is automatic, although the student will need to request the waiver by emailing sswstsr@uw.edu. In both of these cases (and regardless of whether or not the other graduate degree was completed), students will be waived from 6 of the total credits required (out of 75) for the degree in addition to other relevant foundational coursework. Any waivers that reduce the total credits required for degree will be done by SSW Student Services through the Graduate School petition process.

SOC W 505 RESEARCH WAIVER EXAM

Students who pass the Research Methods Waiver Exam do not need to register for SOC W 505. They will need to replace those credits with 3 additional elective credits, which students should complete during their foundation year of study, if possible.

1. The Waiver Exam should be taken no later than 5 days before the start of the scheduled SOC W 505 section, but students are encouraged to take it much earlier to give them the best chance of getting into an alternative course. Students SHOULD register for Soc W 505 until they have been told they've passed the waiver exam (there will be no accommodations made for students getting into a section of 505 after priority registration because they didn't think they'd need the course). The exam may be taken any time before the deadline and may be taken before a student begins courses in the MSW program. We encourage students to take the waiver exam as early as possible so that preparation for the exam does not interfere with classes and so that students can plan for making up the credits with elective credits.
2. Students call the UW Testing Center at 206-543-1171 and set an appointment for the exam. Cost of the exam is \$30 (cash or check). No outside materials, including scratch paper or calculators, are allowed in the examination room. Students must bring picture identification and know their student number or social security number.
3. The Exam contains 50 multiple-choice questions and is machine-graded. Time allowed is 1.5 hours and students arriving late will not be admitted. There will be no retakes. Students who need a disability accommodation should contact the Testing Center at 543-1170.
4. The MSW Program has a statistics prerequisite for Soc W 505 and 506. Students who pass the research waiver exam and are waived out of the Soc W 505 requirement must still complete the statistics pre-requisite before enrolling in Soc W 506 or the alternative. *That is, the statistics requirement must be completed regardless of the student's performance on the Waiver Exam*, but statistics need not be taken before the Exam.
5. Students will be notified of the results of the exam within a week.
6. Students who pass the 505 waiver exam must still complete SOC W 506 or an approved alternative.

Other Information

1. Out-of-town students: We encourage you to make arrangements with the UW Testing Center for this exam. If this is not possible, you should contact the testing center at a college or university near you and make arrangements for them to proctor this exam (most schools have proctoring agreements). Once you have arranged to take the exam off-site, you should email Student Services (sswstsr@uw.edu) and direct them where to send the Exam.

2. Preparing for the exam: Students should review a basic textbook and acquaint themselves with terminology and material regarding the research process, including research design, instrument development, data collection and analysis, and ethical issues affecting research. We recommend using any recent edition (i.e., third or newer) of *Research Methods for Social Work* by Allen Rubin and Earl Babbie.

FOR SOC W 506 PAPER WAIVER PROCEDURE

Students in SOC W 506 typically complete a research project as part of the course requirements. To be considered for a waiver of SOC W 506, students must have completed a prior graduate-level empirical research project and paper in social work or a social science. The paper should be submitted to Lin Murdock in Student Services during the first two weeks of the quarter prior to the quarter when the student would enroll in SOC W 506. The paper will be reviewed by the MSW Program Director or their designee who will apply the same criteria used for grading the research projects submitted for SOC W 506. The student should be the sole author or if the paper is multiple authored, the student should submit a brief description of their role in the research and writing process and the program director may require additional proof of sole/primary authorship. No papers written before the student earned their bachelors degree will be accepted, even if the student took an honors or graduate level research class as part of their undergraduate degree. Also, no waiver of Soc W 506 may be considered unless the student has either waived or completed Soc W 505. Students who are waived from Soc W 506 based upon submission of an approved paper are NOT required to substitute additional credits and their total required credits for the MSW degree will be reduced by 3 credits. This reduction of total credits required will be done by SSW Student Services through the UW Graduate School petition process.