

San José State University School of Social Work BASW Program

Apply by **Jan 10th** for Spring Semester 2011 (with a decision to be announced 1/25/2011); or by **June 10th** for Fall Semester 2011 (with a decision to be announced 8/24/2011).

USE THIS FORM IF YOU WISH TO DECLARE SOCIAL WORK AS YOUR MAJOR AND YOU ARE CURRENTLY AN UNDECLARED JUNIOR; OR YOU ARE DECLARED IN ANOTHER MAJOR AND WANT TO CHANGE YOUR MAJOR TO SOCIAL WORK.

Admission into the School of Social Work is competitive and based upon GPA and the availability of space. You will receive a ranking and a place in the BASW program will be based on the two criteria above. .

Name: _____ Student ID Number: _____

E-mail address: _____ Phone number: _____

Current major or Undeclared status: _____ Number of units earned: _____

(If you have over 90 units, special permission from the Associate Dean is required to change to this major)

Which of the following documents have you attached to this form (check all that apply: incomplete documentation will slow down the process):

- ☐ Completed Change of Major form (found at www.sjsu.edu/registrar/forms).
- ☐ A copy of your most recent (unofficial) SJSU transcript.
- ☐ A copy of your last transcript (unofficial) from the most recent previous college attended, if applicable.

For those Undeclared Juniors who were not allowed to declare Social Work as their major:

You have 12 units of SJSU units with a GPA of 2.6* for undeclared students? ☐ YES ☐ NO
(Please check only one of the above)

If yes, submit a copy of your most recent (unofficial) SJSU transcript and a completed Change of Major form to the front desk at the School of Social Work to be recorded and provided to the BASW Faculty Committee for review.

If no, please indicate your most recent SJSU GPA: _____; based on _____ number of units.

For those who want to change to a Social Work Major:

Lower Division Change of Major Requests (Freshmen/Sophomores, less than 60 units) *minimum GPA 3.0

Course	Semester taken/ Year	Grade
ENGLIB: Composition 2		
BIOS21: Human Biology with a lab		
STAT95: Elementary Statistics		
GE: D3 (Social Issues)		

Upper Division Change of Major Requests (Juniors/Seniors; 60 units or more) *minimum GPA 3.2

Course	Semester taken/ Year	Grade/Score
BIOS21: Human Biology with a lab		
STAT95: Elementary Statistics		
Passed the WST		

I certify that all the above information is true and correct: _____
Signature Date

See page 2 of application for VERY important information

Students who apply a second time to this impacted major will face the enrollment restrictions on high unit seniors if their second application is unsuccessful.

If this request to change major is denied, it may be appealed to the Office of Undergraduate Studies. This appeal must be made within one semester by filing a *Petition to Appeal a PD 2009-05 Decision* (The Petition form is available online at the Advising Hub).

When this form is completed submit it to one of the Administrative staff at the School of Social Work, who will forward the documents to the BASW Faculty Committee.