

**Post MSW School Social Work  
Notice of approval process:**

Taken together, the three post-MSW series School Social Work Training courses meet State of Michigan requirements for the educational component to be approved as a School Social Worker. However, this coursework alone is not enough to be an approved school social worker and does not guarantee state approval.

In addition to this coursework, applicants must have already obtained an MSW from a Council on Social Work Education accredited school and have completed 500 hours of social work practice with children and families within the past five years. Students will provide their MSW degree-granting institution with the certificates from these courses and verification of their completion of 500 hours practice to receive their letter of recommendation for approval along with a [310 application](#). Many universities will also request an official transcript to confirm an applicant has earned an MSW degree. Please contact your degree-granting institution for their specific requirements.

Students who obtained their 500 hours at WMU through an internship should confirm those hours by emailing [swrk\\_admi@wmich.edu](mailto:swrk_admi@wmich.edu). Students who obtained their MSW at WMU but obtained their hours through employment or volunteer work post-graduation should verify their hours by submitting a letter signed by their supervisor on agency letterhead which includes:

- Start and end date
- Hours completed
- Job/role description
- Name and title of supervisor (must be a licensed MSW)

Students who obtained their MSW elsewhere should contact their institution for verification of hours prior to beginning coursework. The WMU School of Social Work will not arrange for post-MSW internships to obtain these hours.

For full rules and approval process, please visit: [Introduction to the Standards for the Preparation and Practice of School Social Workers](#)

For questions about the approval process, please email [swrk\\_admi@wmich.edu](mailto:swrk_admi@wmich.edu).