



# GALEN UNIVERSITY

## Master of Social Work Application Form

Galen University provides market driven, transformative, experiential education for personal and social development. The University upholds the highest standards of human rights and does not discriminate against individuals on the basis of race, color, sexual orientation, gender, religion, ability, age, nationality or ethnicity in the administration of its admission and academic policies and all university programs and activities.

### ADMISSION REQUIREMENTS

- A willingness to work hard, expand academic skills, strengthen character, respect others, keep abreast of social issues, analyze social problems, work in interdisciplinary groups and apply knowledge and skills acquired to solve social problems
- A commitment to high standards of personal ethics in all human interaction at Galen University

***Only applicants who meet all the following requirements are usually considered for admission. Candidates who fall just short of these requirements may appeal to the Admissions Board via [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz) for consideration.***

- **Statement of Purpose (2.5 - 3 pages)**
  - Rationale: Identify significant factors that influenced your decision to pursue a Master of Social Work (MSW) degree and how you intend to use it in the future. (1-2 paragraphs)
  - Social work values and ethics: Describe your understanding of the social work profession and its core values. Compare your own values with the professional social work values, any potential value-based or ethical conflicts you might experience, and how you plan to address or reconcile these conflicts (whether it be in the classroom, in the field, in future practice, or in any other areas). (1 page)
  - Personal and professional attributes and liabilities: Describe any cultural, economic, or social challenges and/or opportunities that have provided you with a unique perspective on social work issues. What insights did you gain from these experiences about how to maintain professional judgment and performance during times of distress? (1 page)
  - Employment and volunteer history: Discuss the relationship between your educational, employment, and/or volunteer experiences and what qualities equip you for the social work profession. Describe your experiences and feelings about working with populations different from your own. (1-2 paragraphs)
  - OPTIONAL: Please address any special academic or other considerations that you would like admissions to consider in the review of your application. (1-2 paragraphs)
    - *Sign your statement of purpose to confirm that it is your work and it is a true reflection of your thoughts and writing skills. Any evidenced conclusion that your submission is not your own work will be grounds for denial of admission into Galen.*

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## ADMISSION REQUIREMENTS CONTINUED

- A Cumulative GPA of at least 3.00 on a 0.00 – 4.00 Grade Point Scale from your feeder institution
- CV (including education history, relevant and length of work experience, volunteer experience, publications in scientific journals, and proficiency in a second language or a combination of these).
- Official transcript(s) of the applicant’s bachelor’s degree program grades. The transcript(s) must be sent directly to Galen University from the applicant’s university that issued the bachelor’s degree. If not in English, it must be translated by a certified translator
- A scanned Justice of the Peace-certified or notarized copy of the applicant’s bachelor’s degree certificate.
- A scanned copy of a valid Social Security card
- Recommendations. Two letters of recommendation, one of which must be from a professor or supervisor who is sufficiently knowledgeable of the applicant to comment on the prospect of the candidate’s competency to succeed in Master level studies.

## APPLICATION PACKAGE

**Submit an application package including the documents listed below.**

- Completed application form
- Original statement of purpose as requested above (signed)
- \$60.00 Application Fee (non-refundable)
- One (1) official University transcript
- One (1) copy of Bachelor degree (justice of the peace authorized/notarized)
- Two (2) letters of recommendation: (i) supervisor (ii) professor, or both from professors
- One (1) curriculum vitae
- One (1) copy of Social Security Card
- Two (2) recent photographs (passport-size)

**Application Information**

Please indicate the source(s) and reason(s) that led you to apply to Galen University.

Sources	Reasons
School Counselor / Teacher	Reputation
Galen University Student or Graduate	Possibilities to transfer to U.S.A/U.K
Internet / Website	Qualifications to be attained
Education Fair	Reasonable tuition and fees
Advertisement:	Safety/Security
Other:	Other:

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## DETAILS OF APPLICATION

Semester of intended entry (Check one):  May (Summer)  September (Fall)  January (Spring)

Academic Program Code: (See Academic Program codes on rear of form)  Year: \_\_\_\_\_

Have you previously applied to or attended Galen University?  Yes  No

If yes, when did you last apply and/or enroll?

Year applied: \_\_\_\_\_ Last semester/year enrolled: \_\_\_\_\_ Student ID #: \_\_\_\_\_

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## DEMOGRAPHIC INFORMATION

Legal Name

(Please enter your name as it appears on your social security card.)

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Middle

\_\_\_\_\_

Suffix (Jr., Sr. (if applicable))

Previous last name(s) if applicable: \_\_\_\_\_

Social Security Number

Birthdate

MO

DA

YR

Gender (Check one):

Male

Female

Nationality: \_\_\_\_\_

Country of Origin: \_\_\_\_\_

Permanent Address:

\_\_\_\_\_

Street Address

\_\_\_\_\_

City/Town/Village

\_\_\_\_\_

District

(If different from above, please give your current mailing address for all admission correspondence.)

Current Mailing Address:

\_\_\_\_\_

Street Address

\_\_\_\_\_

City/Town/Village

\_\_\_\_\_

District

Permanent Email: \_\_\_\_\_ Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_

Do you have any learning disabilities? If yes, kindly share: \_\_\_\_\_

Do you have any medical conditions that may create an emergency on campus or on a University trip

(e.g. allergies, diseases, etc.)? If yes, kindly share: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Emergency Contact Email: \_\_\_\_\_ Emergency Contact Cell #: \_\_\_\_\_

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## ACADEMIC INFORMATION

Tertiary School completed: \_\_\_\_\_

Degree(s) earned: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

Major/Concentration: \_\_\_\_\_ Year(s) Graduated: \_\_\_\_\_

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## CERTIFICATION

(Please print your name, sign and date in the spaces below to confirm the submission of your application.)

I, \_\_\_\_\_ certify that the information in this application and support materials are current, complete and accurate to the best of my knowledge. I understand that withholding information requested in the application or giving false information may take me ineligible for admission to or continuation at Galen University.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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## PAYMENT INFORMATION

I am paying my application fee of \$60.00 by: (check one)

Deposit at bank (proof of deposit must be included in application package)  
Payments can be made into one of the following **Atlantic Bank** accounts:

- Account Name: Galen University Limited
- Account #: **100 166 491**

Credit Card: (please check an option below and fill in the section hereunder)

MasterCard       Visa

Name on the card: \_\_\_\_\_

Card Number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Expiration Date: \_\_\_\_\_/\_\_\_\_\_

Signature of the card holder: \_\_\_\_\_ Date: \_\_\_\_\_

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Thank you for applying to join the Galen Community!

Please ensure that all supporting documentation is included and all sections of this application are complete before making your submission. Kindly submit your completed application package to:

**Galen University Office of Admissions**  
**GALEN UNIVERSITY**  
64 George Price Highway  
Central Farm, Cayo District, Belize, Central America

You may also drop off your application package to any of Galen's Centers across the country.  
The locations of the Centers are provided on the rear of this form.

For assistance with completing your application contact us at [admissions@galen.edu.bz](mailto:admissions@galen.edu.bz)

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### OFFICIAL USE ONLY

Date Application received: \_\_\_\_\_ Received by: \_\_\_\_\_

Application Status:  Complete       Incomplete

Missing requirements: \_\_\_\_\_

Date Entered in Financial Records: \_\_\_\_\_ Entered by: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Admission Decision:  Unconditional Acceptance       Conditional Acceptance

Acceptance on Probation       Denied

Dean's Signature: \_\_\_\_\_ Date of Decision: \_\_\_\_\_

Student ID #: \_\_\_\_\_ Student Email Address: \_\_\_\_\_

Notes: \_\_\_\_\_

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## GRADUATE ACADEMIC PROGRAM CODES

- **MSWR** – Master of Social Work Regular
- **MSWA** – Master of Social Work Advanced

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## GALEN UNIVERSITY CENTERS ACROSS THE COUNTRY

### Belize District:

- 2090 Chancellor Avenue, Belize City, Belize Institute of Management

### Cayo District:

- Mile 64 George Price Highway, Central Farm Village

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[www.galen.edu.bz](http://www.galen.edu.bz)



**“Promoting academic excellence, sustainable development and lifelong learning.”**