



## School of Social Work

### **Program Information on the Graduate Certificate in Alcohol and Drug Abuse Studies (CADAS)**

**This program is designed for students who have either:**  
**1) completed a Master's degree or higher qualification from an accredited institution or 2) are actively pursuing a graduate program at Wayne State University (Master's degree or higher).**

#### **Program Description**

The Certificate in Alcohol and Drug Abuse Studies (CADAS) is an interdisciplinary program designed to provide advanced students in education, health and human services with an integrated, learning experience that includes biological, psychological, social, cultural, and public health perspectives on alcohol and drug abuse, and addiction. The breadth and scope of the program will allow students to achieve their own specific objectives within a multidisciplinary context. It will provide them with the particular skills they need in their own work, as well as the perspectives of other professions. The CADAS program attracts professionals currently working in social work, mental health, nursing, public health, education, and criminal justice who recognize the need for the additional training and credentials. Adding the CADAS certificate to existing educational and/or work experience is likely to enhance an individual's career opportunities and options.

#### **Program Goals**

Completion of the program will develop and/or enhance knowledge in a number of areas to include:

- Effects of Drug and Alcohol on Social Functioning
- Mental Health and Substance Abuse
- Advanced Special Topics in Social Work
- Drugs and the addictive process
- Interpersonal Practice in Substance Abuse
- Interdisciplinary Perspectives in Addiction

#### **Admissions Prerequisites:**

For admission into the CADAS Program, the applicant must satisfy the following requirements:

1. Meet Wayne State University Graduate School admission standards
2. **Hold a master's degree from an accredited educational institution or be actively pursuing a master's or doctoral degree at Wayne State University**
3. **Have a combined undergraduate and graduate GPA of 2.75 or above on a 4.0 scale**

**Admissions Policies:**

All applicants are evaluated according to the following rubric (See page 3). The admissions decisions are made by the Coordinator of the CADAS program, the Program Advisor, and/or the Associate Dean of Wayne State University School of Social Work. CADAS faculty may also be included in admissions decision.

**CADAS Program**

**Admissions Rubric\***

Name of Applicant:

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Have you met the basic application requirements? Please check below:

1. Hold a master's degree from an accredited educational institution or be actively pursuing a master's or doctoral degree at Wayne State University?

\_\_\_ YES (continue to rubric below)

\_\_\_ NO (if applicant does not hold a master's degree from an accredited education institution or be actively pursuing a master's or doctoral degree at Wayne State University, admission will be denied and the rubric will not be completed)

2. Grade point average  
Applicant has 2.75 or above cumulative GPA

\_\_\_ YES (continue to rubric below)

\_\_\_ NO (if GPA is not 2.75 or above, the applicant will be denied admission and the rubric will not be completed)

### 3. Admissions Rubric

Standards	1	2	3	4	5	Weight**	Total possible score	Applicant Score
Writing skills as evidenced in the Personal Interest Statement						X3	20	
Commitment to the Alcohol and Substance Abuse Program as evidenced in the Personal Interest Statement						X9	45	
Candidate letters of reference						X4	15	
Candidate level of professional or volunteer experience in alcohol and substance abuse***						X4	20	
<b>TOTAL</b>							<b>100</b>	

\*This rubric is based on a point scale of 1-5, with 1 reflecting a low score on the item and 5 indicating a high score on the item

\*\*A weight reflects the amount of emphasis that is placed on a given category. For example, a score of 5 on 'commitment to alcohol and substance abuse studies' is multiplied by 9, to give a total possible score of 45 for this category.

\*\*\*Volunteer experience can include informal caregiving (care provided to a friend or relative)

Total Score \_\_\_\_\_

Reviewed by \_\_\_\_\_

**To be awarded a Graduate Degree or Certificate, a student must have achieved at least a "B" (3.0) overall grade point average.**

The School of Social Work's policy on Academic Termination and Reinstatement stipulates that a student will be terminated from the Graduate Certificate Program if one or more of the following occur:

1. Receipt of "B-" grades and below in three (3) classroom courses;
2. Receipt of one (1) grade of "F" in a classroom course listed on the Plan of Work for the Certificate;

3. The student receives a mark of "WN", "WP", or "WF" in a Course in the professional curriculum (classroom/online) without approval of the assigned Advisor or Program Coordinator;
4. The Student who falls below a grade point average of 3.0 can constitute reason for dismissal from a program at the department or program's discretion.

The University's Graduate School Bulletin requires that: **“a Graduate Certificate program must be completed within three years, a minimum grade point average of 3.0 in certificate courses must be maintained, and only nine semester credits of certificate course work may be applied toward a graduate degree.”**

[http://bulletins.wayne.edu/gbk-output/gen\\_gbk/Degree\\_and\\_Certificate\\_Requirements\\_Graduate.htm](http://bulletins.wayne.edu/gbk-output/gen_gbk/Degree_and_Certificate_Requirements_Graduate.htm)

The University's Graduate Student Academic Progress Guidelines further stipulate that **“a student must maintain at least a 3.0 Grade Point Average...Students with GPAs below 3.0 are placed on probation systemically and automatically have a hold placed on their registration...If the student does not meet expectations, the program should notify the student of his/her dismissal in writing.”**

<http://gradschool.wayne.edu/procedures/academic-guidelines.php>

## **Application Process**

### **A. Current and previous Wayne State University graduate students:**

Those previously enrolled in any graduate program at Wayne State University (other than as a Guest or Permit to Register student) and registered for classes do not need to reapply to the Graduate School.

- The application form and other materials required for admission to the CADAS Program can be obtained online at <https://socialwork.wayne.edu/certificate/cadas.php>. For additional questions contact the CADAS program advisor at [cadas\\_cert@lists.wayne.edu](mailto:cadas_cert@lists.wayne.edu) or 313-577-4409.
- A complete CADAS application will include the following:
  1. The CADAS Program Application Form

2. The Statement of Professional Goals form describing the applicant's interest in Alcohol and Substance Abuse and career goals.
  3. A current resume (not to exceed two pages)
  4. Submit two letters of reference, including one academic reference (if in school) and one additional reference from an individual who can speak to the applicant's interest and ability to work with alcohol and substance abuse such as employer/supervisor, co-workers or colleagues, using the forms provided in the application packet. Family, intimate friends, personal counselors/therapists or associates are not appropriate references.
  5. Wayne State graduates can submit unofficial undergraduate or graduate transcripts. (Non-Wayne State graduates please see section B below.)
- Completed application packet including all of the information below should be submitted to:  
 CADAS Program Advisor  
 School of Social Work, Wayne State University  
 4756 Cass Avenue  
 Detroit, MI 48202
  - Once a student has been admitted into the CADAS program, the student will need to meet with the CADAS Program Advisor to develop a Plan of Work. The CADAS Program Advisor will contact students to schedule the meeting once they have been accepted into the program.

**B. Applicants who are not Wayne State University graduate students** must submit an application for admission to the Graduate School to apply for CADAS.

- Wayne State University requires all Graduate School applications to be submitted online at <http://gradapply.wayne.edu>
- A complete CADAS application will include the following:
  1. A Completed Graduate Admissions Application Form (online at <http://gradapply.wayne.edu>) including the Statement of Professional Goals form describing the applicant's interest in Alcohol and Substance Abuse and career goals.
  2. A current resume (not to exceed two pages)
  3. Three letters of reference, including one academic reference and two references from individuals who can speak to the applicant's interest and ability to work with Alcohol and Substance Abuse, using the forms provided in the application packet
  4. Official transcripts from ALL previous colleges or universities attended must be sent directly from the institutions to the WSU Office of Graduate Admissions at the address below:

Office of Graduate Admissions  
Wayne State University  
5057 Woodward  
Suite 6000  
Detroit, MI 48202

**Applications are accepted throughout the year and students may begin the program in any term. In order to ensure that the application is processed in time for the term in which the applicant wants to begin the program, applications should be submitted by the following dates:**

**Application Priority Deadlines**

**October 15: For students starting in the Winter Term**

**January 15: For students starting in the Spring/Summer term**

**March 15: For students starting in the Fall Term**

Please contact the CADAS program advisor at [cadas\\_cert@lists.wayne.edu](mailto:cadas_cert@lists.wayne.edu) or at 313-577-4409 with any questions about the program or the application process.

## **CADAS Certificate Requirements**

**To earn the Graduate Certificate in Alcohol and Drug Abuse Studies, students must successfully complete 12 credits of approved courses (see course list). The course work includes four courses in the order specified.** In the personal interview, the student and the admissions coordinator develop the Plan of Work for the course work based on the student's background, major areas of concentration, and career goals.

**The program must be completed within three years.** Most students enroll in one or two courses per term. Courses are offered by departments throughout the university and may be offered in the late afternoon or evening. Most courses are offered once per year. Up to nine of the 12 credits may be applied to both the Certificate and the graduate degree, subject to approval of the relevant academic department and the graduate school.

## **Graduation Requirements**

**All coursework must be completed in accordance with the regulations of the Graduate School and the School of Social Work. Students must maintain a 3.0 GPA in the Certificate coursework and complete twelve credits of approved courses within three years to earn the graduate certificate. If the student has already completed a master's degree, the certificate is awarded when the student has met all the certificate requirements. If the student is earning the certificate concurrently with a master's degree, the certificate is awarded when all the requirements of the certificate and the degree have been met.**



School of Social Work

Challenging Minds, Leading Change, Transforming Lives

**Graduate Certificate in Alcohol and Drug Abuse Studies:  
CADAS Course List**

Work Plan – The Graduate certificate consists of 12 credits from courses  
below

**THE FOLLOWING COURSES NEED TO BE COMPLETED IN THE ORDER  
SPECIFIED**

<b>CATEGORY I: INTRODUCTORY COURSES</b>			
<b>COURSE NUMBER</b>	<b>COURSE</b>	<b>CREDITS</b>	<b>Semesters Course is Offered*</b>
SW 6540	Effects of Drug and Alcohol on Social Functioning	3 credits	F,W,Sp
HE 5440	Mental Health and Substance Abuse	3 credits	F,W
<b>CATEGORY II: ADVANCED COURSES</b>			
<b>COURSE NUMBER</b>	<b>COURSE</b>	<b>CREDITS</b>	<b>Semesters Course is Offered*</b>
SW 8690	Interpersonal Practice in Substance Abuse	3 credits	F, W
PHC 6500	Drugs and the Addictive Process	3 credits	F

*Course offering frequency abbreviations: (F- fall term; W- winter term, Sp - Spring)*

Abbreviations of departments offering courses:

SW – Social Work

HE – Health Education

PHC – Pharmacy and Health Sciences