

WAYNE STATE
UNIVERSITY

SCHOOL OF SOCIAL WORK

How to Apply for Temporary Approval

1. Apply for the School of Social Work Temporary Approval by completing the Request for Form SSW-310 at <http://forms.wayne.edu/56fa89418d2ca>
2. To be eligible for the approval, applicants must meet all requirements listed on the requirement information sheet. See our website for further details at <http://socialwork.wayne.edu/msw/temporary-approval.php>
3. Upon submission of your application, if eligible, you will receive a Temporary Approval Letter in about 3-5 weeks.
4. Obtaining the Temporary Approval allows one to apply for School SW positions.
5. If a school social work position is obtained in a Charter or Traditional Public School, after one year, your HR applies to the ISD or the State for Full Approval. **Make sure they DO THIS! Get a copy of it for your records.**
6. The Temporary Approval is valid for five years. If a school social work position is not obtained, the refresher course is required, followed by reapplication for the Temporary Approval, which is then valid for another five years.
7. After this time, if one does not obtain a school social work position, one would need to retake the classes and reapply for the Temporary Approval.
8. Questions? Please contact Karen Weiner Temporary Approval Coordinator at Ah9301@wayne.edu or 313 -577-7718.