



APPLICATION FOR POSTGRADUATE STUDY: MSW or PhD in SOCIAL WORK

Thank you for your application for admission to the PhD qualification in Social Work.

1. ADMISSION REQUIREMENTS

Admission to the PhD in Social Work is dependent on the following factors:

- Applicants must have an MSW.
- Applicants must be registered as a social worker or student social worker with the South African Council for Social Service Professions and must hand in proof of registration.
- A minimum of 60% is required for admission to the University of the Free State. Make sure that you complete the UFS application for admission form and send it back to the address as indicated on the form.

Admission to the postgraduate programme in Social Work rests on selection and therefore, in addition to the above, the following aspects are of importance and that candidates need to comply with:

- You will have to sit for the TALPS test (a test of academic literacy for postgraduate students). See the information letter for more detail.
- Have achieved at least 65% in the research module of the previous qualification.
- Submission of your dissertation or mini-dissertation of the previous qualification. (Not necessary if the student did undergraduate training at this Department.)
- Successfully pass a preliminary examination on your proposed conceptual framework:
 - Working knowledge on basic social work research methodology e.g. De Vos, A.S., Strydom, H., Fouché, C.B. and Delport, C.S.L. 2011. Research at grass roots: for the social sciences and human service professions. 4th ed. Pretoria: Van Schaik or equivalent text book on social work research. This should form part of the presentation of the research proposal.
 - An annotated bibliography of 10 journal articles for MSW/15 journal articles for PhD (not older than five years) on the topic/theme/unit of analysis (See Addendum below). The annotated bibliography should be submitted to Dr Ferreira (ferreirs@ufs.ac.za) two weeks before the envisaged date of the preliminary examination.
 - The preliminary examination will take place in the form of an oral presentation of your research proposal of about one hour.
 - The date of the preliminary examination must be arranged with the post-graduate coordinator, Dr Sandra Ferreira (ferreirs@ufs.ac.za).



- Completion of personal details and internal application form.
- Signing of departmental rules and work agreement.
- Completion of application form for admission to the University of the Free State. (Available at the Information Desk, Thakaneng Bridge or on the website of the University www.ufs.ac.za).

2. IMPORTANT ASPECTS

- If possible, you shall be placed with the supervisor of your choice.
- If you are selected it will be expected from you to attend workshops presented by the Postgraduate School that will aid you in your research study.
- After completion of your research report you are invited to do a presentation on your research findings to the social work community.

Closing date for applications: 30 September.

Yours sincerely,

Dr Sandra B Ferreira

COORDINATOR: POSTGRADUATE STUDY

ADDENDUM: ANNOTATED BIBLIOGRAPHY

a. Annotations vs. abstracts

Abstracts are the purely descriptive summaries often found at the beginning of scholarly journal articles or in periodical indexes. Annotations are descriptive and critical; they expose the author's point of view, clarity and appropriateness of expression and authority.

b. What is an annotated bibliography?

An annotated bibliography is a list of citations to books, articles, and documents. Each citation is followed by a brief (usually about 150 words) descriptive and evaluative paragraph, the annotation. A descriptive annotation summarises the scope and content of a work, while an evaluative annotation provides critical comment. The purpose of the annotation is to inform the reader of the relevance, accuracy and quality of the sources cited. You will answer these questions for every article.

3. Annotated bibliography applied

QUESTION	REFLECTION
1. What is the main purpose of this article? (What is the author trying to accomplish?)	
2. The key question that the author is addressing is ... (What was the key question addressed in this article?)	
3. The most important information in this article is (Here you are looking for facts, experiences and/or data the author uses to support his/her conclusions.)	
4. The main inferences in this article are ... (You want to identify the most important conclusions the author comes to and presents in the article.)	
5. The key concept(s) you need to understand in this article is (are) ... (What are the most important ideas that you would have to know to understand the author's line of reasoning?)	
6. The main assumption(s) underlying the author's thinking is (are) ...? (What does the author take for granted [that might be questioned]?)	

7. If I accept this line of reasoning (completely or partially), the implications are ...? (What consequences are likely to follow if I take the author's line of reasoning seriously?)	
8. If I fail to accept his line of reasoning, the implications are ...? (What consequences are likely to follow if I ignore the author's reasoning?)	
9. The main point of view presented in this article ...? (What does the author look at, and how does he/she see it?)	