

## Application Checklist for Students – Putting Policy In Its Place

**DUE DATE: Tuesday October 20<sup>th</sup> @ 11:59pm CT**

Applications for the Policy Fellowship will be submitted via online application through Qualtrics:

[http://tulane.co1.qualtrics.com/jfe/form/SV\\_bDSr8sIA1rRIYSx](http://tulane.co1.qualtrics.com/jfe/form/SV_bDSr8sIA1rRIYSx)

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

### Requirements for Fellowship

- Good academic standing before and during fellowship
- Completion of application and selection to round two
- Completion of round two interview
- Once selected, complete weekly meetings working on fellowship projects related to course and field content

### Part I – Applicant Information

- Name
- Email
- Phone number
- Student ID
- Mode of learning (online or on-ground)
- Dual degree (MS-DRL, MPH, JD)
- Intention to complete MSW certificate (DaCT, Mental Health, Addiction & the Family)
- Undergraduate degree major
- Cumulative undergraduate GPA
- Previous policy related position

### Part II – Agreement to Program Policies

- Committee can receive updates on academic standing
- Commitment to all activities required as a fellow (weekly meetings, trainings, events)
- Uphold NASW Code of Ethics, TSSW Rights & Responsibilities, and the Tulane University Code of Conduct
- Understanding that fellowship workload is in addition to requirements of curriculum plan
- Understanding that application is competitive and completion of application does not guarantee selection

### Part III – Short Essay

- Student will upload to Qualtrics a 5-7 page (double-spaced word document) addressing short essay prompts (see following page for short essay prompts).

### Part IV – Letter of Recommendation

- Student will upload one letter of recommendation to Qualtrics. If student is unable to load to Qualtrics they can email the letter of recommendation to: [lterzis@tulane.edu](mailto:lterzis@tulane.edu)

### Part V – Current Resume

- Student will upload their current resume to Qualtrics



## **Putting Policy In Its Place Fellowship Short Essay Prompts**

A requirement of the *Putting Policy in its Place* application is to submit a short essay that addresses all of the following prompts (5-7 pages total; double-spaced word document):

1. For this statement, discuss your interest in policy related social work practice and your reason for applying to this fellowship.  
Please address the following:
  - a. Your primary reasons for applying to be a Putting Policy in its Place fellow
  - b. Your strengths and qualifications for the program
  - c. Preferences you may have (if any) for a particular type of policy setting placement
  - d. The specific objectives you hope to achieve from this experience and how they relate to your professional goals
  - e. A description of your experiences and/or contributions to policy work, either in your professional work or through community or volunteer service, and how they will contribute to your fellowship experience.
  
2. Discuss one priority policy issue that you might address during your fellowship year.
  - a. Explain why you are passionate about this issue and what policy strategies you might consider to address your concerns.
  - b. Discuss how you, as a social worker, can impact change in policy on the agency, local, state, and federal levels surrounding this topic.
  - c. Indicate the agencies/congressional committees/networks that might need to be involved to advance your policy concern.

*\*\*Please note that you are not committed to pursuing this policy issue as a fellow. The purpose of this question is to learn about your interests and understand how you think about policy issues.*

Student will upload short essay into Qualtrics when completing application.