



BSW Program Academic, Behavioral, and Ethical Expectations

The Academic, Behavioral, and Ethical Expectations provide students clear guidelines on their academic and professional performance in the classroom, field setting and interactions with peers and members of the department. These expectations are used to evaluate students:

- Formal admission and subsequent retention in the BSW Program
- Admission and retention in the field education components of the program (SWRK 301/410/420)

Overall Academic Expectations – Catalog Year 2025 and prior:

- 1) Maintain a minimum overall GPA of 2.3 or higher (most MSW programs have a minimum of 3.0 for advanced standing)
- 2) Maintain a minimum of C- in all required social work courses (most MSW programs have a minimum of a B grade for advanced standing)
- 3) Maintain a minimum major GPA of 2.7 or higher
- 4) Receive a 'Pass' grade for all field education courses

Overall Academic Expectations – Catalog Year 2026 forward:

- 1) Maintain good academic standing with Siena (most MSW programs have a minimum of 3.0 for advanced standing)
- 2) Earn a minimum of C in all required social work courses (most MSW programs have a minimum of a B grade for advanced standing)
- 3) Receive a 'Pass' grade for all field education courses

Academic Expectations (classroom and field education components):

- 1) Comply with the attendance policy outlined in the course syllabus
- 2) Arrive to class/placement on time, and remain attentive and focused
- 3) Come prepared having completed assigned readings, homework, etc.
- 4) Actively participate in discussions and activities
- 5) Submit original written work that is thorough, integrates course material, and correctly incorporates APA-style citations
- 6) Be receptive to constructive feedback and utilize feedback to improve the quality of work
- 7) Consistently demonstrate effective verbal, written, and electronic communication skills
- 8) Meet all deadlines and submit all required materials

Behavioral/Professional Expectations:

- 1) Comply with departmental and Siena policies (including these expectations) outlined on all social work course syllabi, the BSW Program Handbook, and BSW Field Education Manual
- 2) Communicate proactively and engage in problem-solving with instructor(s) and/or

- BSW Program Director in a timely and appropriate manner (i.e. absence/tardiness, deadlines, concerns, etc.)
- 3) Communicate proactively and engage in problem-solving with field supervisor, field liaison and/or Director of Field Experience in a timely and appropriate manner (i.e. absence/tardiness, concerns, deadlines, etc.)
 - 4) Frequently check and respond to emails from members of the department (E-mail is the primary method of communication)
 - 5) Work effectively/collaborate with others in groups
 - 6) Demonstrate behavior that is empathic, respectful, diversity-affirming and culturally sensitive

Ethical Expectations:

- 1) Interact with others in a nonjudgmental, respectful, and open-minded manner
- 2) Demonstrate behavior consistent with Siena policies and applicable laws at the local, state, national, and international level(s)
- 3) Demonstrate behavior consistent with the National Association of Social Workers' (NASW) [Code of Ethics](#) (especially integrity)
- 4) Identify and address conflicts between personal values and the NASW [Code of Ethics](#)
- 5) Utilize effective coping skills to deal with academic and/or personal challenges
- 6) Maintain appropriate boundaries and uphold confidentiality both during and outside of class/field. This includes:
 - a. Managing self-disclosure appropriately (written, verbal and electronic)
 - b. Respecting personal space and possessions

Academic Performance Grievance Policies for Course Grades

If a student has a concern about a final grade received in a social work class, they follow Siena's policy for appealing grades.

[Siena University Appeal of Assigned Grades](#)

Students have the right to dispute a grade within 60 days of receipt of a grade report. The procedure for appeal is as follows:

- A student who believes that an error has been made in assigning a grade should discuss the basis upon which the grade was determined with the instructor within 60 days of receipt of a grade report.
- If after this review of the grading criteria for the course and the student's performance in it, the student is not satisfied with the assigned grade, an appeal may be made to the department head. Such appeal should be made in writing, stating the basis upon which the grade is questioned and requesting a departmental review.
- If following the review the student is not satisfied with the departmental decision, appeal may be made to the School Dean.
- If the situation is not resolved at the school level, a final determination for disposition of the matter will rest with the Provost in consultation with the School Dean.

Academic and Professional Performance Grievance Policies

The program works to proactively address any concerns or challenges with the *Academic, Behavioral, and Ethical Expectations*. If the program determines a student's academic and/or professional performance requires formal intervention, the below process is followed to facilitate the student's active involvement in finding a resolution:

1. A program member will notify the student via email and request a meeting to discuss the concern(s)/challenge(s) and develop a plan for resolution (if appropriate, other department members may be asked to participate).
2. If the issue is successfully resolved, this outcome is documented via email and a copy of the correspondence is placed in the student's departmental file.
3. If the issue is not successfully resolved and/or a pattern of concerns/challenges occurs in more than one component of the Social Work Program, appropriate members of the program will meet with the student to discuss possible changes in the student's status within the program (i.e. conditional status with remediation actions outlined, or termination from the program).
4. Conditional status is granted one time only and will remain in effect for one semester, or in the instance of student GPA, as long as improvements in grades are demonstrated. If expectations are not met by the end of that semester, or there is a decline in GPA, termination from the program will be initiated.

5. The student retains the right of appeal and is given five (5) business days in which to respond in writing to the program's letter of conditional status or termination.
6. The student has the right to appeal the department's termination decision using the [Student Internal Complaint Policy](#) for formal resolutions appeal process.
7. Per Siena's policy, students have five (5) business days to submit a written appeal to the Dean of the School of Liberal Arts. The appeal must include the grounds for the appeal.
8. The Dean of the School of Liberal Arts will respond within seven (7) business days, and the appeal decision is final.
9. All correspondence about concerns, challenges, plans for resolution, and letters regarding the student's status in the program become part of the student's departmental file.

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