SCHOOL OF SOCIAL WORK
UNIVERSITY OF HAWAI'I

1958-1959 GRADUATE PROGRAM
FOR PROFESSIONAL STUDY
UNIVERSITY OF HAWAII
1958-1959 Calendar

First Semester

September 20, Saturday ............. 8:00 A.M. to 1:00 P.M. Registration of graduate and unclassified students and auditors
September 22, Monday ............. 2:30 to 5:00 P.M. Registration of graduate and unclassified students and auditors
September 22, Monday ............. Instruction begins
September 29, Monday ............. Last day of registration for credit
October 4, Saturday ............. Primary Election Day (holiday)
October 13, Monday ............. Last day of withdrawal from courses without "grade" penalty
October 31, Friday ............. First deficiency reports due
November 4, Tuesday ............. General Election Day (holiday)
November 11, Tuesday ............. Veterans’ Day (holiday)
November 26, Wednesday ............. Last day for removal of "Incompletes"
November 27-29, Thursday through Saturday ............. Thanksgiving recess
December 5, Friday ............. Second deficiency reports due
December 8, Monday ............. Last day of withdrawal from courses
December 20, Saturday ............. Last day of instruction before Christmas recess
January 5, Monday ............. Instruction resumes
January 17, Saturday ............. Last day of instruction, first semester
January 19, Monday ............. Final examinations begin
January 29, Thursday ............. First semester ends

Second Semester

February 7, Saturday ............. 8:00 A.M. to 1:00 P.M. Registration of graduate and unclassified students and auditors
February 9, Monday ............. 2:30 to 5:00 P.M. Registration of graduate and unclassified students and auditors
February 9, Monday ............. Instruction begins
February 16, Monday ............. Last day of registration for credit
February 23, Monday ............. Holiday following Presidents’ Day
March 2, Monday ............. Last day of withdrawal from courses without "grade" penalty
March 20, Friday ............. First deficiency reports due and last day for removal of "Incompletes"
March 23-28, Monday through Saturday ............. Easter recess
May 1, Friday ............. Second deficiency reports due
May 4, Monday ............. Last day of withdrawal from courses
May 26, Tuesday ............. ROTC graduation exercises
May 29, Friday ............. Last day of instruction and field work
May 30, Saturday ............. Memorial Day (holiday)
June 1, Monday ............. Final examinations begin
June 11, Thursday ............. Second semester ends
June 14, Sunday ............. Commencement
Faculty and Staff

ADMINISTRATION

LAURENCE H. SNYDER, Ph.D., President
WILLARD WILSON, Ph.D., Provost
WILFRED J. HOLMES, M.S., Vice-President and Dean of Administration
BRUCE E. WHITE, Ph.D., Dean of the Faculties
ROBERT W. HIATT, Ph.D., Dean of the Graduate School and Director of Research
ALLAN F. SAUNDERS, Ph.D., Dean of the College of Arts and Sciences
HAROLD M. BITNER, Ph.D., Dean of Student Personnel

SCHOOL OF SOCIAL WORK FACULTY

KATHARINE N. HANDLEY, M.A., Stanford University; M.S.W., University of Southern California; Professor of Social Work and Director of the School
EVELYN H. COCHRAN, M.S.W., Tulane University; Associate Professor of Social Work
HAROLD A. JAMBOR, M.A., University of Chicago; Professor of Social Work
FRED C. MERRITT, M.S.W., University of Denver; Associate Professor of Social Work
WINIFRED A. WALSH, M.A., University of Chicago; Associate Professor of Social Work
ANNE Z. ZALOHA, M.A., Northwestern University; Associate Professor of Social Work
ELMER W. HAERTIG, M.D., University of Chicago; Lecturer in Social Work
RICHARD S. TAKASAKI, M.A., Columbia University; Lecturer in Social Work

GERTRUDE K. KADOYAMA, Secretary

FIELD WORK INSTRUCTORS 1957-58

JEANNE COMER, B.A., University of Hawaii; graduate work in education and psychology, University of Hawaii; Board of Public Parks and Recreation, Kalakaua Recreation Center
LORIN T. GILL, B.A., University of Hawaii; graduate study, University of Hawaii School of Social Work; Palama Settlement
ROBERT H. HIGASHINO, B.A., University of Hawaii; graduate study, University of Hawaii School of Social Work; YMCA
YURIKO HIRAMOTO, Certificate, University of Hawaii School of Social Work; graduate study, University of Minnesota School of Social Work; Tripler Army Hospital
FRANCIS T. ISHIDA, M.S.W., University of Hawaii School of Social Work; Department of Public Welfare
AIKO KONO, M.S., New York School of Social Work, Columbia University; Girl Scouts of Oahu, Inc.
MARY JANE LEE, M.S., New York School of Social Work, Columbia University; Juvenile Court
AH NEE LEONG, M.A., Indiana University, Division of Social Service; Territorial Hospital
BEATRICE LEONG, M.S.W., University of Nebraska Graduate School of Social Work; Department of Public Welfare
SHUNGO OKUBO, B.S., University of Hawaii; graduate study, University of Illinois School of Social Work; Moiliili Community Association
WAYNE S. OMURO, M.S., New York School of Social Work, Columbia University; Tripler Army Hospital
GERALD A. RAMTHUN, M.S.W., University of Wisconsin, School of Social Work; Tripler Army Hospital
EDNA K. SAKAMOTO, M.A., University of Chicago School of Social Service Administration; Veterans Administration
MAYME R. STEWART, M.A., University of Chicago School of Social Service Administration; Veterans Administration
SPECIAL LECTURERS 1957-58

Human Growth and Behavior

SAMUEL D. ALLISON, M.D., Dermatologist
CAROLYN B. BILOUS, M.A., Assistant Professor of Education and Principal, Preschool
H. E. BOWLES, M.D., Obstetrician
JOHN F. CHALMERS, M.D., Surgeon
RALPH B. CLOWARD, M.D., Neurologist and Neurosurgeon
GEORGE GOTO, M.D., Obstetrician and Gynecologist
ELMER W. HAERTIG, M.D., Psychiatrist
MARIAN C. HAERTIG, M.A., Clinical Psychologist
MASATO HASEGAWA, M.D., Pediatrician
SHIGERU RICHARD HORIO, M.D., Internist
ESTHER C. JENKINS, M.A., Assistant Professor of Education and Director, Auxiliary Teacher Training Program
ANDREW W. LIND, Ph.D., Senior Professor of Sociology
LEON W. MILLER, M.D., Oahu Clinic Director, Mental Health Clinic, Division of Mental Health, Department of Health
DERMOTT A. P. SMITH, M.D., Assistant Chief, Neuropsychiatric Service, Tripler Army Hospital
WARREN L. H. WONG, M.D., Internist
GEORGE K. YAMAMOTO, M.A., Assistant Professor in Sociology

ADMISSIONS COMMITTEE

DOUGLAS S. YAMAMURA, Chairman; Associate Professor of Sociology, and Chairman, Department of Sociology.
MYRON R. CHEUVIN, Executive Director, Child and Family Service
KATHARINE N. HANDLEY, Ex Officio; Director, School of Social Work
HAROLD A. JAMBOR, Professor of Social Work
MARY T. MCCARTHY, Social Welfare Services Coordinator, Department of Public Welfare, Territory of Hawaii
WINIFRED A. WALSH, Associate Professor of Social Work
CHARLOTTE R. WHITTAKER, Executive Secretary, Girl Scouts of Oahu, Inc.
ANNE B. ZALOHA, Associate Professor of Social Work

FIELD WORK CENTERS

The following social work agencies in Honolulu co-operate in the field work program: Territorial Department of Health, Division of Mental Health; Catholic Social Service; Child and Family Service; Department of Public Instruction, Division of Pupil Guidance; Girl Scouts of Oahu; Department of Public Welfare, Honolulu City and County Office; Honolulu Council of Social Agencies; Palama Settlement; Board of Public Parks and Recreation, City and County of Honolulu; The Queen's Hospital; Territorial Bureau of Sight Conservation and Work with the Blind; Territorial Hospital; Veterans Administration; YMCA; YWCA; Tripler Army Hospital; Mental Health Association of Hawaii; Liliuokalani Trust, Child Welfare Department; Moiliili Community Association; Juvenile Court.
General Information

THE UNIVERSITY OF HAWAII was founded in 1907. It is located in Manoa Valley, three miles from the business center of Honolulu, and two miles from Waikiki Beach.

Accredited by the Western College Association, the University enjoys full recognition as an institution of higher learning. The academic year includes two 18-week semesters, a 6-week summer session, and a 3-week post-session. Enrollment in 1957-58 was 12,611, summer session included. About 970 persons are employed on the faculty and staff.

Students reflect the racial patterns of the Territory. The greater number are Caucasian and Japanese; and in lesser number are Chinese, Hawaiian, and part-Hawaiian. A few representatives of Filipino, Korean, Puerto Rican, and Samoan ancestry are on the campus. There are students from the Mainland, foreign countries, and the Pacific islands enrolled.

The University's library is the largest in the Territory. In Honolulu, the Library of Hawaii, the reference library of the Bernice P. Bishop Museum, the Public Archives, and other related facilities are available to students. Materials and facilities of research and scientific services directly affiliated with the University are available to graduate students by arrangement. Facilities of special interest are: (1) the Hawaii Social Research Laboratory, which emphasizes the study of basic social trends, including race relations, in Hawaii; and (2) the Legislative Reference Bureau, concerned with the study of current legislative and governmental problems.

Tuition and Fees

Students registered for 12 or more credit hours in any semester pay $85.00 for tuition and $10.00 for registration per semester. Students registered for fewer than 12 credit hours in any semester pay $8.00 per credit hour. An extra fee of $5.00 must be paid for late registration.

Accommodations

The University has limited housing facilities for graduate students; information may be obtained by writing the Director of Residences. The Office of Student Personnel is available for help in locating moderately priced accommodations in private homes near the campus.

The University Cafeteria, in Hemenway Hall, on the campus, offers meals at reasonable cost.

Health Service

An infirmary, staffed by a full-time nurse and a part-time physician, offers first-aid services to students suffering from minor ills and injuries. Students in need of medical attention beyond that offered must make their own arrangements with physicians.
Registration and Grades

Graduate students may not register for more than 16 credit hours in any semester or for more than 7 credit hours in a 6-week summer session.

The work in graduate courses (numbered in 300 series) is graded H (Honors), S (Satisfactory), or U (Unsatisfactory); no credit is granted in the thesis research course until the thesis has been accepted.

Students who fail two courses taken after admission to candidacy for an advanced degree are automatically dropped as candidates.

Assistantships and Scholarships

Graduate assistantships, which pay $1,756.38 plus exemption from fees and tuition, are available each year. The assistants are expected to perform certain duties on a part-time basis and also carry a limited graduate study program.

A limited number of tuition scholarships are provided for students by the University of Hawaii.

The National Institute of Mental Health provides scholarships on the first- and second-year graduate level for students interested in the psychiatric social work sequence. Application forms may be obtained from the Director of the School.

The Community Foundation Scholarship Committee has a provision for granting scholarships to students whose homes are in the Territory of Hawaii in order that they may attend fully accredited schools of social work. This includes the University of Hawaii School of Social Work. Students are expected to work at least a year in the Territory after receiving a grant from the Committee.

Students in attendance at the School of Social Work are eligible for child welfare scholarships granted through state departments of public welfare.

Local veterans' groups have also granted scholarships to the Territory of Hawaii veterans attending the School of Social Work.
School of Social Work

THE SCHOOL OF SOCIAL WORK at the University of Hawaii offers a two-year graduate program leading to the degree of Master of Social Work. The School, as well as its specialization in group work and psychiatric social work, has been approved by the Commission on Accreditation of the Council on Social Work Education.

A social work training program on the undergraduate and graduate levels was offered for the first time by the University of Hawaii in September, 1936. Courses were designed primarily for training employees of local social work agencies who were college graduates but lacked professional preparation. An integrated one-year program of professional graduate level study set up in 1940 served as the basis for the establishment of a School of Social Work. In 1942 the School was provisionally accredited by the American Association of Schools of Social Work. The School of Social Work was fully accredited in January, 1948, as a one-year school awarding a Certificate in Social Work. It was fully accredited as a two-year graduate School of Social Work by the American Association of Schools of Social Work in January, 1950. When this Association merged with others to form the Council on Social Work Education, the status of the University of Hawaii's social work program remained unchanged.

The School of Social Work is located in the Benjamin O. Wist Hall on the campus at the corner of University Avenue and Metcalf Street.

Social Work as a Profession

The need for social work personnel with professional education has increased greatly during the past 20 years. Social welfare service is rendered by public and private agencies in the fields of public assistance, group work, community organization, child and family welfare, child guidance, probation and parole, medicine and psychiatry, social insurance, and many others requiring competent practitioners. Within the last 15 years, social welfare has become a big business. It is estimated that between eight and twelve billion dollars have been spent for the well-being of individuals and social security in the United States.

Objectives of the School

The objective of the School of Social Work at the University of Hawaii is to enable the student to develop professional competence for practice in the fields of casework, group work, community organization, administration, and research in social work. The student is expected

1. To evolve a philosophy which recognizes the unique value and dignity of individual human beings, which respects the right and responsibility of people to manage their own lives in a manner compatible with the rights and welfare of others, and which recognizes individual human welfare as the purpose of social policy.
2. To acquire a responsible attitude for professional relationships and professional standards.

3. To gain knowledge and understanding of
   a. social welfare, its problems and programs,
   b. human growth and behavior as it relates to the individual in his social setting,
   c. common objectives, principles, and methods as well as the unique elements of social casework, social group work, community organization, administration, and research in social work.

4. To develop competency in the professional practice of casework or group work and community organization.

5. To grow in the ability to participate in social agency and community activities which are directed at strengthening community social welfare.

In addition to the above objectives, the School of Social Work, because of the Territory of Hawaii's geographical location, ethnic composition, and racial harmony, recognizes its special attribute for providing an opportunity through its educational activities to contribute to the furtherance of interracial, intercultural, and international understanding.

Preprofessional Education

An education for social work represents a progression from the undergraduate
through the graduate years. The undergraduate study is the first stage of preparation; it is focused to meet the needs of students preparing themselves for graduate professional education in social work as well as those desiring to become familiar with the field of social work as part of their general education. It consists of courses drawn from various departments of the University to form a planned sequence of study representing (1) a sound foundation in general education (arts and sciences); (2) a concentration in the social sciences and closely related subjects; (3) a course with content focused directly on the field of social work.

Students planning to apply for admission to the Graduate School of Social Work at the University of Hawaii may major in anyone of the social sciences. Applicants should have a minimum of 30 hours of social science, including 6 semester hours in each of the following areas: the nature of social organization; motivations of behavior; the nature of our economic order; the structure and function of government.

The faculty of the School of Social Work is available for consultation with undergraduate students about their professional programs.

Program for Professional Social Work

The University of Hawaii offers a two-year graduate program to men and women who wish to become professional social workers. The curriculum for the Master of Social Work degree requires two academic years of study, or the equivalent of four semesters. The master's degree is awarded to students showing that they have the skill and understanding needed for competent performance in a social work position and the basic knowledge necessary for social welfare responsibilities.

The core curriculum required of all social work students is generically oriented and contained in four sequences; namely, the social services, human growth and behavior, the "methods" courses, and research. These sequences continue throughout the two years and are presented as follows:

**FIRST YEAR**

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>SECOND SEMESTER</th>
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<tbody>
<tr>
<td><strong>Social Services</strong></td>
<td><strong>Social Services</strong></td>
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<tr>
<td>Public Welfare in the United States</td>
<td>History of Social Work (2) II</td>
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<td>(2) I</td>
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<tr>
<td>Child Welfare (2) I</td>
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<tr>
<td><strong>Social Work Methods</strong></td>
<td><strong>Social Work Methods</strong></td>
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<tr>
<td>Social Casework (2) I</td>
<td>Social Casework (2) II or</td>
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<tr>
<td>Social Group Work (2) I</td>
<td>Social Group Work (2) II</td>
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<tr>
<td>*Group Work Program Activities (1) I</td>
<td>*Group Work Program Activities (1) II</td>
</tr>
<tr>
<td>Field Work (3) I</td>
<td>Community Organization (2) II</td>
</tr>
<tr>
<td><strong>Human Growth and Behavior</strong></td>
<td>Field Work (3) II</td>
</tr>
<tr>
<td>Human Growth and Behavior (3) I</td>
<td><strong>Human Growth and Behavior</strong></td>
</tr>
<tr>
<td></td>
<td>Human Growth and Behavior (3) II</td>
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<td></td>
<td><strong>Research</strong></td>
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<td>Social Statistics and Research (2) II</td>
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</tbody>
</table>

*Required of all group work students.*
SECOND YEAR

FIRST SEMESTER

Social Services
Social Welfare—Its Organization and Administration (2) I
†Legal Aspects of Social Work (2) I

Social Work Methods
Advanced Social Casework (2) I or
Advanced Social Group Work (2) I
Field Work (4) I

Human Growth and Behavior
Advanced Social Psychiatry (2) I

Research
Seminar in Research (2) I

SECOND SEMESTER

Social Services
Seminar in Social Welfare Policy (2) II

Social Work Methods
Seminar in Social Casework (2) II or Seminar in Social Group Work (2) II
Field Work (4) II

Human Growth and Behavior
†Cultural Factors in Social Work Practice (2) II

Research
Thesis Project (4) II

In addition to the core curriculum required of all degree candidates, additional courses are offered occasionally in special areas such as child welfare, corrections, supervision, administration, and community organization.

Admission of employed social workers to certain courses in the regular curriculum is permitted and encouraged in order to assist the social agencies of the community in their staff development programs. Admission to such courses does not admit students to the Graduate School of Social Work as candidates for the Master of Social Work degree.

In September, 1956, the School of Social Work at the University of Hawaii initiated a work-study program for employed social workers. It makes the completion of either the first- or second-year of graduate social work education possible within a two-year period. In order to meet the degree requirement, one year (either first or second) must be in residence at the University of Hawaii on a full-time basis. Students who apply for this program are expected to meet the regular admission requirements for full-time students.

The work-study program includes five to seven hours of classroom work during each semester of two academic years. At the first-year (graduate) level, the background courses will be given during the first two semesters, and the courses in social work methods will be covered in the third and fourth semesters. During the first and second semesters, the required classes will be scheduled one day per week and in the late afternoon so that a minimum amount of time away from the agency will be involved. Field work will run concurrently with the methods courses during the third and fourth semesters and will be taken in agencies selected by the School. Two full days per week (15 hours) will be required for the field work course.

*Required of all group work students.
†Elective courses.
A student in the School of Social Work helps a girls' club at Palama Settlement develop constructive interpersonal relationships.

The following is a *tentative* schedule of the core curriculum on the first-year (graduate) level, covering the two-year period:

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>Hrs.</th>
<th>SECOND SEMESTER</th>
<th>Hrs.</th>
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<tbody>
<tr>
<td>Human Growth and Behavior</td>
<td>3</td>
<td>History of Social Work</td>
<td>2</td>
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<tr>
<td>Child Welfare</td>
<td>2</td>
<td>Human Growth and Behavior</td>
<td>3</td>
</tr>
<tr>
<td>Public Welfare in the United States</td>
<td>2</td>
<td>Social Statistics and Research</td>
<td>2</td>
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<td>7</td>
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<td>7</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>THIRD SEMESTER</th>
<th>Hrs.</th>
<th>FOURTH SEMESTER</th>
<th>Hrs.</th>
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</thead>
<tbody>
<tr>
<td>Social Casework I</td>
<td>2</td>
<td>Social Casework II or</td>
<td>2</td>
</tr>
<tr>
<td>Social Group Work I</td>
<td>2</td>
<td>Social Group Work II</td>
<td>2</td>
</tr>
<tr>
<td>*Group Work Program Activities</td>
<td>1</td>
<td>*Group Work Program Activities</td>
<td>1</td>
</tr>
<tr>
<td>Field Work</td>
<td>3</td>
<td>or Community Organization</td>
<td>2</td>
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<tr>
<td></td>
<td>7</td>
<td>Field Work</td>
<td>3</td>
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<tr>
<td>or 8</td>
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<td>7</td>
</tr>
</tbody>
</table>

*Required of all group work students.
At the second-year (graduate) level, the methods courses including field work are given the first and second semesters. Field work runs concurrently with the methods courses during the first and second semesters, and will be taken in agencies selected by the School. Twenty hours per week are required for the field work course.

The remainder of the courses required for the Master of Social Work degree, including the research project or thesis, are given the third and fourth semesters. Courses are scheduled so that a minimum of time away from the agency will be involved.

The following is a tentative schedule of the core curriculum on the second-year (graduate) level, covering the two-year period:

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>Hrs.</th>
<th>SECOND SEMESTER</th>
<th>Hrs.</th>
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<tbody>
<tr>
<td>Social Casework III or</td>
<td>2</td>
<td>Social Casework IV or 2</td>
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<tr>
<td>Social Group Work III</td>
<td>2</td>
<td>Social Group Work IV 2</td>
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<tr>
<td>Field Work</td>
<td>4</td>
<td>Field Work</td>
<td>4</td>
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<td>6</td>
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<td>6</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>THIRD SEMESTER</th>
<th>Hrs.</th>
<th>FOURTH SEMESTER</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Welfare—Its Organization and Administration</td>
<td>2</td>
<td>Seminar on Social Welfare Policy</td>
<td>2</td>
</tr>
<tr>
<td>Seminar in Research</td>
<td>2</td>
<td>Cultural Factors in Social Work</td>
<td>2</td>
</tr>
<tr>
<td>Advanced Social Psychiatry</td>
<td>2</td>
<td>Practice</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>Thesis</td>
<td>4</td>
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<td>8</td>
</tr>
</tbody>
</table>

_Admission Requirements_

To be admitted to graduate work on a full-time basis or for the work-study program in the School of Social Work, applicants must:

1. Hold a bachelor’s degree from a university or college of recognized standing and be eligible for admission to graduate standing at the University of Hawaii.
2. Have a scholarship record in undergraduate work which indicates that they can do satisfactory work in graduate study.
3. Have a minimum of 30 hours of social science, including 6 semester hours in each of the following areas: the nature of social organization; motivations to behavior; the nature of our economic order; the structure and function of government. Applicants from the University of Hawaii are expected to have taken, as undergraduates, the course entitled _The Field of Social Work._
4. Give evidence of personal qualifications that promise to make the applicants useful in social work.
5. Be of suitable age. Applicants under 21 and over 35 years of age are not encouraged to begin professional study.

Candidates must submit an application, an autobiography including a statement of their interest in social work, a transcript of any academic work taken at institu-
tions other than the University of Hawaii, and must complete the personal information form.

**Degree Requirements**

The Master of Social Work degree is granted by the University, on recommendation of the faculty of the School of Social Work and the Graduate Council, to students who satisfactorily complete the four-semester program. The requirements include:

1. the core curriculum (see above);
2. at least 10 units of supervised field work (750 clock hours);
3. at least 48 semester units of courses, including the field work and thesis requirements;
4. a comprehensive examination covering the basic courses;
5. an individual thesis or group research project.

A minor subject is not required. The candidates for the Master of Social Work degree may be required to take additional courses in one or more of the social science fields if their undergraduate preparation has not been adequate.

Application for admission to candidacy must be filed before the beginning of the second year of study. Students with advanced standing from other schools of social work should make such application when applying for admission to the School. Before admission to candidacy is granted, candidates for the degree must satisfy a departmental committee as to the adequacy of their undergraduate preparation and ability to do professional work successfully.

A Comprehensive Examination is required for the master's degree. The Examination is intended as a review of the fundamental principles of the field of social work and as a test of the candidate's ability to apply them successfully to the basic problems in the field. The Examination may be written or oral and is given near the end of the graduate program. Failure to pass the Examination after two trials automatically drops a student from candidacy.

A group research project or an individual thesis is required for the Master of Social Work degree. For the student who elects the individual thesis plan, the statement of thesis subject should be submitted not later than the middle of the third semester. The thesis problem must be approved by the candidate's thesis committee and by the Graduate Council, after which the candidate may register for the thesis course. The thesis must be written in acceptable English and must show evidence of ability to conduct research intelligently and arrive at logical conclusions. Instructions on the form of the thesis may be obtained from the Dean of the Graduate School.

The group research project is initiated at the outset of the third semester and is carried on during the entire second year. The group will meet at least once a week. It is the joint responsibility of the faculty and the student research group to see that each of the following steps is taken in sufficient time to insure completion of the project before the end of the academic year:

1. planning
2. collection (gathering of data)
3. interpretation of data collected
4. writing of the report
The report should include:
1. statement of the problem;
2. statement of the method used in the investigation;
3. presentation and evaluation of the data collected;
4. findings and conclusions.

The student fulfills his individual responsibilities in terms of a division of labor devised by the group and approved by the faculty adviser. Individual reports may be required of each student in addition to the general report required for the group.

Candidates for the master’s degree must notify the Dean of the Graduate School at the beginning of the semester or summer session in which they expect to receive the degree, and must submit copies of the completed thesis to members of their committee or faculty adviser for the group project for review two weeks before the end of the semester or summer session.

Arrangements for a presentation of the thesis should be made at least one month before the end of the semester or summer session in which the candidate expects to receive the degree (see University Calendar). The presentation is conducted by members of the candidate’s thesis committee or faculty adviser for the group project and any other persons specially designated. It is open to all faculty members. If the results of the presentation are satisfactory, a typewritten and a carbon copy of the thesis must be turned over to the Dean of the Graduate School to become the permanent possession of the University. A fee for the binding of both copies must be paid to the University Business Office.

The University of Hawaii requires all candidates for the master’s degree to be in resident status a minimum of one academic year.

Degree Requirements for Former and Transfer Students

The Graduate School of the University of Hawaii adopted the rule that “graduate credit for courses required for the master’s degree will be allowed only for courses completed within the seven years preceding the date upon which the degree is conferred.” Former or transfer students whose professional education programs have not been completed within a seven-year period must adhere to the following policies.

FORMER STUDENTS

1. Those who left the School after completing all courses and field work but without completing the research requirement and who have had substantial subsequent experience in social work may usually satisfy the degree requirements by
   a. being in resident status at least one semester,
   b. passing the Comprehensive Examination, and
   c. completing the research requirement.

2. Those who left the School after completing only the first year’s program must demonstrate, through examination or repeating of course work, mastery of the content of the first-year curriculum in order to be admitted to the second-year program.

TRANSFER STUDENTS

Students transferring from other accredited schools of social work will be expected to satisfy the same requirements as those holding for local students. Credit for courses taken on the first-year level may be granted for those courses taken within the seven-year limit period.
Curriculum and Social Work Courses

The curriculum of the School of Social Work is planned to provide instruction in theory, practice, and research.

Field Work

The field work experience is designed to serve as a basis for correlating knowledge and practice while providing instruction in the application of knowledge to real situations. It affords an opportunity to develop skill in practice under supervision.

The field work instruction in social group work and social casework is provided in public and private social work agencies in the Territory of Hawaii. Instruction in field work takes place in various social agencies, selected because of their interest in professional standards and their willingness to co-operate with the School of Social Work in the preparation of professional personnel for social work practice. The supervision is provided by the social work agencies, who assign their own personnel in collaboration with the School of Social Work. The field work supervisors share with the faculty, through group meetings and individual conferences, in the development and evaluation of the field work curriculum.

The minimum time required in field work in the first year of graduate work is 15 hours a week.

The second year of graduate work affords an opportunity for field placement in either a general or special setting, in accordance with the student's choice or needs. The required time in field work on the advanced level is 15 to 20 hours a week.
Registration for field work is limited by the availability of places and the needs and interests of each student.

Research

The formal research sequence consists of two courses and a major research project or, alternatively, a thesis. This formal program is supplemented by experiences in other courses in which research methods as well as data derived from research are critically utilized. The aim throughout is to implement professional practice in social work rather than to equip the student as a research specialist.

Objectives of the research sequence are:
1. to equip the student with a knowledge of and skill in the use of the basic methods of studying social welfare programs and problems;
2. to develop the student's ability to participate in the research activities of the social welfare field;
3. to develop an objective attitude toward and an active interest in the solution of problems and questions of professional concern; and
4. to deepen the student's appreciation of the role of research in the professional practice of social work.

COURSES OF INSTRUCTION

Numbers after courses indicate the following: (2) I, a 2-credit first-semester course; (2) II, a 2-credit second-semester course; (2) I and II, a 2-credit course repeated the second semester; (3-3) Yr., a 3-credit year course.

200 THE FIELD OF SOCIAL WORK (3) I and II
A nonprofessional orientation course intended to acquaint the student with the philosophy, scope, and aims of social work. Prerequisite: Junior standing. Mr. Jambor, I; Mr. Merritt, II.

275 INTRODUCTION TO SOCIAL GROUP WORK (3) II
An introduction to the philosophy and aims underlying social group work. Miss Zaloha.

305 SOCIAL CASEWORK (2) I
An introduction to the basic principles and processes of social casework. Miss Walsh.

306 SOCIAL CASEWORK (2) II
A continuation of 305, with special emphasis upon social diagnosis and skill in the treatment of casework problems. To be taken concurrently with 360-361. Prerequisite: Social Work 305. Miss Walsh.

308 SOCIAL GROUP WORK (2) I
An introduction to the basic principles and processes of group work. Miss Zaloha.

309 SOCIAL GROUP WORK (2) II
A continuation of 308, with emphasis on understanding the individual in groups and skill in the use of the helping process. To be taken concurrently with 360-361. Prerequisite: Social Work 308. Miss Zaloha.

310-311 HUMAN GROWTH AND BEHAVIOR (3-3) Yr.
This course is designed to provide the student with a synthesized understanding of individual physical, mental, and emotional growth, giving due regard to social and cultural influences on the individual's development. Miss Walsh.
312 GROUP WORK PROGRAM ACTIVITIES (1-1) Yr.
The program as a tool in meeting individual and group needs. The process of program development; basic program activities; differentials in age and types of groups. To be taken concurrently with 360-361. Miss Zaloha.

315 COMMUNITY ORGANIZATION (2) II
Methods and processes used in the field of community organization in social work. A description and analysis of types of agencies and services primarily concerned with social welfare planning. Mr. Jambor.

324 HISTORY OF SOCIAL WORK (2) II
Survey of the major trends in the development of social work thought and action in England and America as a basis for modern social work practice. Open to seniors. Prerequisite: Social Work 200. Mrs. Handley.

325 CHILD WELFARE (2) I
Survey of the development of specialized services for children in both public and private fields, including the consideration of current practice. Illustrative material from the various fields of child welfare service. Open to seniors. Prerequisite: Social Work 200. Miss Cochran.

326 TREATMENT OF JUVENILE DELINQUENCY (2) II
Social work practice in relation to problems of juvenile delinquency.

350 PUBLIC WELFARE IN THE UNITED STATES (2) I
Public welfare in the United States with emphasis on the public assistance and social insurance programs. Open to seniors. Prerequisite: Social Work 200. Mr. Jambor.

352 SOCIAL STATISTICS AND RESEARCH (2) II
Problems and procedures in social research that are part of social work administration and planning. Application of elementary statistical techniques to the particular problems of describing the social needs and social services of the community. Mr. Takasaki.

353 LEGAL ASPECTS OF SOCIAL WORK (2) I
The principles of law with which the social worker should be familiar. Problems in judicial administration and substantive law that affect individuals in relation to social problems. Mr. Jambor.

356 SOCIAL WELFARE—ITS ORGANIZATION AND ADMINISTRATION (2) I
Principles and problems of public and private social agencies with respect to structure, management, financing. Emphasis is placed upon the effect of setting in relation to specialized practice. Mr. Jambor.

360-361 SUPERVISED FIELD WORK (3-3) Yr.
University field work units are maintained in public and private welfare agencies. The minimum time requirement in field work is 15 hours a week. To be taken concurrently with a social work method course (casework, group work, or community organization). Limited to full-time students. Staff.

362-363 ADVANCED SUPERVISED FIELD WORK (4-4) Yr.
Field work placement in a social agency selected with reference to aptitudes, choice, or needs of the student. To be taken concurrently with an advanced course in social work method (casework, group work, or community organization). Limited to full-time students. Staff.

365 ADVANCED SOCIAL CASEWORK (2) I
Case discussion of generic casework concepts as they apply in work with emotionally disturbed individuals; evaluation of treatment processes and factors which affect the caseworker's function. To be taken concurrently with 362. Mr. Merritt.

366 SEMINAR IN SOCIAL CASEWORK (2) II
The analysis and evaluation of case material contributed from the student's experience and from selected records. Mr. Merritt.
367 **CASEWORK WITH CHILDREN (Advanced) (2)** I
Casework concepts in the care of children. Emphasis on methods of diagnosis and treatment for emotionally disturbed children and children who indicate serious behavior problems. Prerequisite: 365; consent of instructor.

368 **SEMINAR IN REHABILITATION (2)** II
Problems of rehabilitation and the role of social work in this area. Miss Cochran.

370 **ADVANCED SOCIAL GROUP WORK (2)** I
Analysis of the use of volunteers in group work; their recruitment, selection, placement, training, and supervision. To be taken concurrently with 362. Miss Zaloha.

371 **SEMINAR IN SOCIAL GROUP WORK (2)** I
Analysis and evaluation of case material contributed from the student's experience and from selected records. Miss Zaloha.

375 **ADVANCED SOCIAL PSYCHIATRY (2)** I
Dynamics of behavior in the neuroses and in functional and organic psychoses, with emphasis on current treatment processes. Dr. Kimmich.

381 **SEMINAR IN SOCIAL WELFARE POLICY (2)** II
Basic problems and policies in the major fields of social welfare, such as family and child welfare, corrections, health, income maintenance, social insurance, international social welfare. Mrs. Handley.

383 **ADMINISTRATIVE METHODS IN SOCIAL WORK (2)** I
Administration of social work agencies, with emphasis upon the relationship between structure and function. Problems of internal administration such as personnel management, program direction, research and planning, budget control, and public relations.

385 **METHODS OF SUPERVISION IN SOCIAL WORK (2)** II
Supervision in social work as it relates to casework and social group work. Open to agency workers who are potential or actual supervisors. Prerequisite: consent of instructor. Miss Walsh, Miss Zaloha.

387 **CURRENT PRACTICE IN COMMUNITY ORGANIZATION (2)** II
Consideration will be given to recent trends toward citizens' councils, health committees, and regional councils in both public and private welfare fields. Given occasionally.

390 **CULTURAL FACTORS IN SOCIAL WORK PRACTICE (2)** II
The significance of psychocultural factors in the development of personality and behavior. Records which illustrate cultural diversity and conflicts as they relate to social work practice are used. Prerequisite: Social Work 310 and Sociology 262. Mrs. Handley.

399 **SEMINAR IN RESEARCH (2)** I
Principles of objective fact-finding, primary and secondary sources of social data, organization of material, relationship to an advisory committee or expert technical consultant, and preparation of a report or thesis. Mrs. Handley and Staff.

400 **THESIS RESEARCH (4)** II
The course involves research on an individualized basis, under supervision, by students who are meeting the requirements for the master's degree in social work. Staff.