



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MEDICAL COMMAND
2748 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF

MCCS-HGE-SW

11 FEB 2011

MEMORANDUM FOR Commanders, MEDCOM Major Subordinate Commands

SUBJECT: Civilian Attendance in the Army-Fayetteville State University (FSU) Master of Social Work (MSW) Program

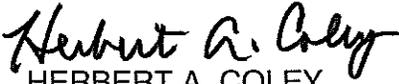
1. In an effort to ensure a steady pipeline of trained civilian social workers, every year MEDCOM selects up to five highly-qualified candidates to attend the Army-FSU MSW Program located at the US Army Medical Department Center and School (AMEDDC&S), Fort Sam Houston, Texas.
2. The Army MSW training program consists of two phases:
 - a. A 14-month didactic phase that culminates with the MSW students taking their licensing examination to practice as MSW practitioners and the receipt of a master's degree.
 - b. A 24-month structured supervision/internship phase that includes working in a permanent GS-0185-09/11 position under the close supervision of a licensed independent social work practitioner, culminating with the interns taking their national licensing exam to practice as independent social work practitioners.
3. The minimum requirements for matriculation into the program include:
 - a. Current permanent federal service employment within MEDCOM, MEDCOM Headquarters or any MEDCOM subordinate command.
 - b. Baccalaureate degree from an accredited college or university.
 - c. Composite verbal and quantitative Graduate Record Examination (GRE) score of at least 850 within 5 years of program start date.
 - d. Cumulative 3.0 overall undergraduate grade point average (GPA) on a 4.0 scale.
4. Minimum requirements for matriculation into the program will not be waived.
5. The target group is GS-5 to GS-9.
6. The deadline for submission is 1 April 2011. Interested applicants must submit the following information to the AMEDDC&S, MSW Program (MCCS-HGE-SW/Dr. Dexter Freeman), 2250 Stanley Road, Suite 011-1, Fort Sam Houston, TX 78234-6100:

MCCS-HGE-SW

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- a. Official undergraduate transcripts with GPAs.
 - b. Official GRE score.
 - c. A typed 5 page, double-spaced personal statement addressing the student's interest in pursuing a career in social work, a description of past paid or voluntary social work related experience, future career plans, past social work related community involvement, and a description of the student's personal qualities that are consistent with the social work profession. The personal statement must have an original signature.
 - d. Three signed letters of recommendation from professionals who can attest to the applicant's capabilities for performing in a graduate level program and becoming a social worker. One of the references must come from the applicant's current supervisor.
 - e. Three original copies of the FSU Recommendation for Graduate School forms completed by individuals providing letters of recommendation, which can be found on the FSU website at <http://www.uncfsu.edu/graduateschool/forms.htm>.
 - f. An original copy of a completed FSU Graduate School Application for Admission, which can be found on the FSU website at <http://www.uncfsu.edu/graduateschool/forms.htm>.
 - g. Employment resume. A sample resume can be found on the FSU website at <http://www.uncfsu.edu/graduateschool/forms.htm>.
7. This program is centrally funded by MEDCOM and a permanent change of station move will be authorized. Selected individuals will be required to sign a mobility agreement (Encl 1) and will incur a 3-year 2-month obligation for continued federal service (Encl 2).
8. Selected individuals will begin the Army-FSU MSW Program either 12 September 2011 (Cohort I) or 17 January 2012 (Cohort II). Your assistance is requested in marketing this opportunity to your civilian workforce.
9. The point of contact for this memorandum is Dr. Dexter Freeman, Director, Army-FSU MSW Program at (210) 221-6887 or DSN 471-6887.

FOR THE COMMANDER:


HERBERT A. COLEY
Chief of Staff

2 Encls

1. Mobility Agreement
2. Continued Service Agreement

US ARMY MEDICAL COMMAND
SOCIAL WORK
PROFESSIONAL DEVELOPMENT PROGRAM
MOBILITY AGREEMENT

Execution of this agreement is required as a condition of selection and participation in any US Army Medical Command (MEDCOM) professional development program.

The MEDCOM Social Work Professional Development Program is designed to develop civilians for hard-to-fill GS-0185 social work positions throughout the Department of the Army. Upon completion of the 14-month didactic phase of the program, and receipt of the master of social work (MSW) degree, graduates of the program will be placed in permanent GS-0185-09/11 positions for 24 months of structured supervision within MEDCOM, where needed. Permanent change of station costs will be paid by the gaining organization.

I, the undersigned applicant, understand and agree that at the conclusion of the program, MEDCOM may assign me to a position that may require a permanent change of station or extended temporary duty.

I understand that refusal to accept a MEDCOM valid offer for assignment/training or failure to relocate pursuant to this agreement or a management-directed reassignment may result in disciplinary action against me, including my removal from Federal service. A valid offer is a permanent, full-time MEDCOM social work position.

Applicant's Name (typed)

Current Supervisor's Name (typed)

Applicant's Signature

Supervisor's Signature

Date: _____

Date: _____

**Continued Service Agreement
for
Employees Participating in the Army-Fayetteville State University
Master of Social Work Program**

1. I understand that participating in the Department of the Army-Fayetteville State University Master of Social Work Program creates a service obligation of 3 years and 2 months for me. I agree to work for the Department of the Army or another Department of Defense component for the time specified below. If I am involuntarily separated from my job, my service obligation ends. However, I will be held responsible for repayment of relocation and educational expenses that the Government assumed in order for me to attend the Master of Social Work Program at Fort Sam Houston, Texas.

2. I understand that if I am involuntarily removed from the Army-Fayetteville State Master of Social Work Program for academic reasons, I will be responsible for repayment of any relocation and educational expenses that the Government has assumed.

3. I understand that I will be eligible to begin fulfilling my service obligation following completion of the 14-month didactic phase of the Master of Social Work Program.

4. I understand that if I break this agreement, the Government may garnish my pay to recoup the costs for attending this program. The Government can also recover the full amount I owe it in other legal ways.

5. Employee's Name: _____

6. Training Period (day, month, year)

Starting Date: _____

Ending Date: _____

7. Service Obligation Period (day, month, year)

Starting Date: _____

Ending Date: _____

Signature of Employee: _____

Date: _____