

# University of Alaska Anchorage Human Services Department Bachelor of Human Services

Orientation and Information

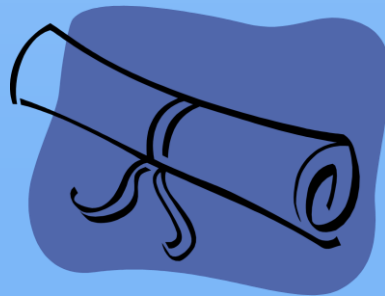
# General Information

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- The Bachelor of Human Services program (BHS) is housed on the Main Campus of the University of Alaska Anchorage
- The BHS is accredited by the Council for Standards in Human Service Education
- BHS degrees are awarded from the Main Campus of the University of Alaska Anchorage
- BHS advisors are housed on the Main Campus of the University of Alaska Anchorage

# General Information

- ▣ Bachelor of Human Services
  - ▣ is the second part of a 2 + 2 program
  - ▣ You must have earned, or be in the last semester of your Associate of Applied Science Degree in Human Services to be considered for acceptance into the BHS



# General Information

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- Bachelor of Human Services
  - You must be accepted into the BHS program before you take upper division (300 and 400 level) courses (except HUMS 324)
  - You must be **accepted** into the BHS program before you are eligible to **apply** for Practicum III (HUMS 495A)

# BHS Application Process

- Who Needs to Apply?
  - All students wishing to pursue a BHS degree
  - Including students in Pre-Major status
    - Pre-Majors must attach a Change-of-Major form to their application



# BHS Application Process

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- When to Apply
  - Two Admittance Deadlines
    - Must apply by October 31 for Spring admittance
    - Must apply by March 17 for Fall admittance
  - Deadlines moved to following Monday if they fall on a weekend
  - Applications must be complete to be considered

# BHS Application Process

- ▣ How to Apply
  - ▣ Two required parts
    - ▣ UAA Enrollment Services
      - ▣ <http://www.uaa.alaska.edu/admissions/index.cfm>
    - ▣ Human Services Department Application
      - ▣ <http://www.uaa.alaska.edu/hums/degrees/bhs/index.cfm>

**Both Required Parts Must Be Completed–  
Make sure to Apply at Both Places**

# BHS Application Process

- Department Application
- Memo from Department Chair
- Page 1

BACHELOR OF HUMAN SERVICES APPLICATION

TO: → All Applicants for Admission to the Bachelor of Human Services (BHS) Degree

Attached is information clarifying the application process for the BHS (Bachelor's of Human Services) Degree Program. Please review this information carefully. If you have additional questions please schedule an appointment with an advisor by contacting the Department of Human Services, Professional Studies Building (PSB) Suite 212 or call our office (907) 786-6437.

Applications must be submitted to the Department of Human Services no later than the 17<sup>th</sup> of March for Fall admittance or the 31<sup>st</sup> of October for Spring admittance to the BHS. If the application deadline falls on a Saturday or Sunday, the application date is extended to the next immediate Monday.

All applicants will receive a written notice of the decision made by the Human Services Department no later than first week in May for Fall admittance or the first week in January for Spring admittance. All Admissions Committee decisions are final.

All necessary forms are contained in the attached Application for BHS Degree Program.

Sincerely, → → → → →

Jo Ann Bartley, Ph.D.  
Human Services Department Chair



# BHS Application Process

- ▣ Department Application
- ▣ Guidelines and Instructions
- ▣ Page 2

## APPLICATION FOR BHS DEGREE PROGRAM

Bachelor of Human Services  
College of Health  
UNIVERSITY of ALASKA ANCHORAGE

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### GUIDELINES AND INSTRUCTIONS

Formal admission to the BHS degree program.

**Requirements are:**

1. Admission to the University of Alaska Anchorage and declared Bachelor of Human Services as a major.
2. Completion of University Associate Degree General Education Requirements (GER) with a GPA of 2.0 or higher.
3. Completion and awarding of an AAS in Human Services or related field (to be determined by Admissions Committee) from an accredited institution with a cumulative GPA of 2.0 or higher. Students may apply for BHS admission during the semester they will complete all AAS requirements.
4. Completion of Human Services AAS courses (listed below) with a grade of "C" or better, or the equivalent courses (determined by the department admission committee).

HUMS 101 Introduction to Human Services  
HUMS 107 History and Systems of Human Services  
HUMS 185 Introduction to Field Work  
HUMS 223 Introduction to Paraprofessional Counseling I  
HUMS 256 Groups and Organizations  
HUMS 324 Introduction to Paraprofessional Counseling II  
HUMS 295A Practicum I  
HUMS 295B Practicum II

5. Submission of a completed application packet by ***12 noon on the semester due date*** to include:
  - Admission application
  - Written recommendation from a Human Services faculty member
  - Submission of a writing sample based upon the application requirements

# BHS Application Process

- You must submit a writing sample using the following guidelines:
- The writing sample must be two pages, type-written (12 point font), double spaced with 1” margins.
- The writing sample must address the following statement:

***What is it about the field on Human Services that interests you and why?”***

# BHS Application Process

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- ▣ Department Application

- ▣ Referral Forms

- ▣ I Required

- ▣ signed by a HUMS faculty

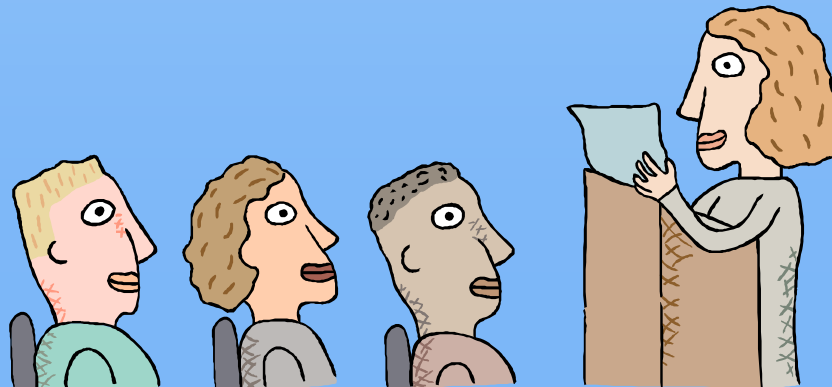
- ▣ Faculty member will submit the completed form to the HUMS Department

- ▣ Drop off your referral form early so the faculty member has time to complete it before the deadline

# BHS Application Process

## ▣ Orientations

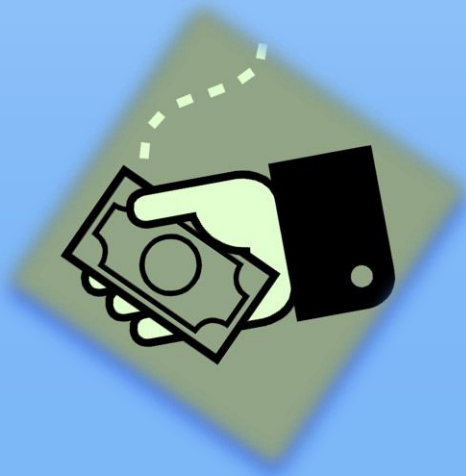
- ▣ You must print the last page of this orientation and submit it with your application
- ▣ On HUMS Website
  - ▣ [www.uaa.alaska.edu/hums/degrees/bhs/index.cfm](http://www.uaa.alaska.edu/hums/degrees/bhs/index.cfm)



# BHS Application Process

## ▣ Costs

- ▣ Application fee paid to UAA Enrollment Services
- ▣ No fee when submitting Department Application



# BHS Application Process

## ▣ Notification

- ▣ Department Committee evaluates complete applications
- ▣ Applicants notified by email of acceptance, conditions of acceptance, or non-acceptance



Human Services Department

PSB 212

UAA Main Campus

3211 Providence Drive

Anchorage, Alaska 99508

786-6437

(fax) 786-6436

<http://www.uaa.alaska.edu/hums/>

[bhs@uaa.alaska.edu](mailto:bhs@uaa.alaska.edu)



# QUESTIONS?

# BHS Application Access

- ▣ Print and sign this page
  - ▣ Turn in with your application
  
- ▣ I have completed the Human Services BHS Application Orientation

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▣ Name

Date