

# 2024-2025 Annual Survey of Social Work Programs

# Survey Submission Instructions

On March 6, 2025, the Council on Social Work Education (CSWE) will distribute the 2024-25 Annual Survey of Social Work Programs. The survey will be sent via email to the primary contacts of all CSWE-accredited programs and the designated contacts for practice doctorate and research doctorate programs.

#### Accessing the Survey

- The email you receive will contain the Annual Survey access link.
- Click on the link to be redirected to the survey project.
- Upon entry, you will arrive at the university landing page, where all accredited programs, along with practice doctorate and PhD programs at your university, will share the same survey project.

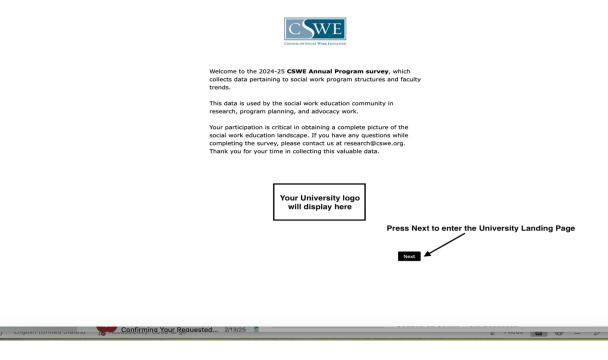


Figure 1Survey Start Page



### Navigating the Survey

- The university landing page contains a table of contents listing:
  - Program Surveys (Includes both student and program surveys)
  - Faculty Surveys
- Each of these categories will have individual survey projects corresponding to each program level (i.e., BSW, MSW, DSW, Ph.D.). Only the program levels that CSWE has accredited or has a record of will appear.

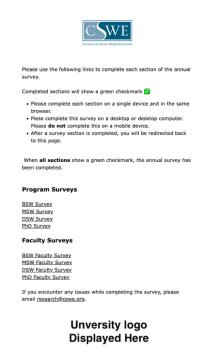


Figure 2 University Landing Page



#### Completing the Survey

- The **primary contact** or designated individual responsible for a program (e.g., BSW program) is the person accountable for completing the corresponding survey projects.
- Only one person can work on and complete a specific section at a time.
  For example:
  - One person can complete the BSW Program Survey while another completes the BSW Faculty Survey simultaneously.
  - For example, two people cannot work on the BSW Program Survey at the same time.
- Use the **same device** to start and finish a survey project. Do not switch devices while working on a survey.

After you complete a survey, you will be redirected to the university landing page. The survey you just completed will now display a green check mark and you will not be able to access that survey again. As you progress through the listed surveys, more green check marks will appear.

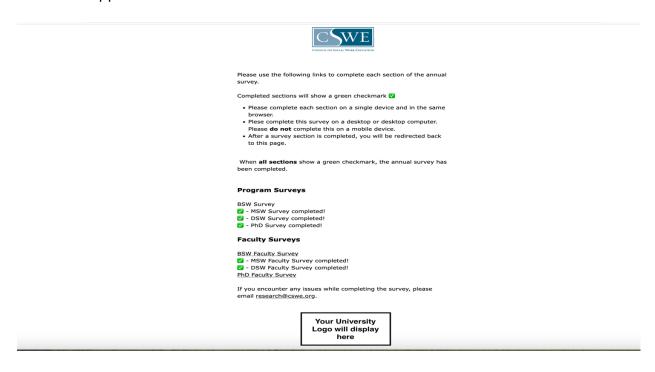


Figure 3 Survey Progress Example



### Sharing the Survey Link

- You may share the access link with relevant individuals responsible for completing the survey.
- **Do not share your survey link** with another university or with anyone who is not responsible for completing the annual survey.
- Each university will receive the same survey link, and programs should only complete the surveys they are responsible for.

### Submitting the Survey

When you complete a section of the survey, you will be redirected back to the university landing page. The landing page will show a green check mark next to each completed survey section (i.e. BSW program survey) and you will not be able to access that portion of the annual survey again.

As your programs progress through the annual survey, more sections of the annual survey will show as complete.

Once all the survey projects on the university landing page show a green check mark, you have completed the 2024-2025 Annual Survey.