

II. RESUME

Attach a copy of your current resume which details your paid positions including the agency/organization, position, supervisor, dates at position and duties.

III. PERSONAL STATEMENT

Please use appropriate, graduate level grammar and sentence construction, as well as thought processes. This personal statement will be used, along with other aspects of your application, to evaluate your admissibility to this program. The length of the text should be two to four doubled-spaced pages. On a separate sheet of paper, thoughtfully address the following items:

1. Why do you desire to obtain a CTB Certificate
2. Please describe your readiness for this certificate program
3. Please describe your understanding of grief loss and trauma
4. What personal and professional experiences have prepared you for this education?

IV. REFERENCES

Three letters of reference are required with this application. It is your responsibility to have these letters returned to you in a sealed envelope. Please list the names and positions of your references.

Reference's Name	Organization
1.	
2.	
3.	

I certify that the preceding information is correct. _____
Signature

Mail your completed application packet to:

Academic Services
School of Social Work
Arizona State University
411 N. Central Avenue, Suite 800
MC 3920
Phoenix, AZ 85004-0689

You will be notified via e-mail that your certificate application packet has been received.