Session Housekeeping

Tim Colenback, LMSW
Assistant Dean for Enrollment Management
timot@umich.edu
Send Us Questions

● Simply type your question into the “question box”

● Type “private” if you would like an individual response

● Slides posted at:
  https://ssw.umich.edu/r/registrationprocess

● Session is being recorded and will be sent to all registrants and posted at:
  https://ssw.umich.edu/r/registrationprocess
Course Planning Worksheets

- [https://ssw.umich.edu/assets/course-planning-worksheets/](https://ssw.umich.edu/assets/course-planning-worksheets/)
- Make sure to select the correct curriculum schedule and pathway
- Closely follow course planning worksheet
- Look for notes for special programs
- Part time *on-campus* students should schedule an appointment
Sample (IP/16-month)

Course Planning Worksheet For Students Beginning Program in Fall 2021
Interpersonal Practice in Integrated Health, Mental Health, and Substance Abuse
16-month

<table>
<thead>
<tr>
<th>First Fall Term</th>
<th>15 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Essentials</strong></td>
<td></td>
</tr>
<tr>
<td>☐ SW605 Engaging Social Justice, Diversity, and Oppression in Social Work</td>
<td>Cr. 3</td>
</tr>
<tr>
<td>☐ SW607 Research Basics for Social Work Practice</td>
<td>Cr. 1</td>
</tr>
<tr>
<td>☐ SW690 Introduction to Social Work Practice</td>
<td>Cr. 1</td>
</tr>
<tr>
<td>☐ SW506 Essentials of Interpersonal Practice</td>
<td>Cr. 4</td>
</tr>
<tr>
<td>☐ SW508 Essentials of Social Welfare Policy</td>
<td>Cr. 3</td>
</tr>
<tr>
<td><strong>Essentials Lab</strong></td>
<td></td>
</tr>
<tr>
<td>☐ SW609 Essentials of Community and Organizational Practice</td>
<td>Cr. 3</td>
</tr>
</tbody>
</table>
Searching for Courses - SSW Site

- **School of Social Work Fall Course Catalog**
- Customize your search
- Click on course section # for more details

### Course Catalog

<table>
<thead>
<tr>
<th>Term</th>
<th>Fall 2021</th>
<th>Per Page</th>
<th>25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Type</td>
<td>Residential</td>
<td>Format</td>
<td>All</td>
</tr>
<tr>
<td>Sort By</td>
<td>Course</td>
<td>Residential</td>
<td>Online Part-Time</td>
</tr>
<tr>
<td>Keywords or Course #</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Course Catalog

<table>
<thead>
<tr>
<th>Term</th>
<th>Fall 2021</th>
<th>Per Page</th>
<th>25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Type</td>
<td>All</td>
<td>Format</td>
<td>All</td>
</tr>
<tr>
<td>Sort By</td>
<td>Course Number</td>
<td>Ascending</td>
<td></td>
</tr>
<tr>
<td>Keywords or Course #</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Notes for SW 590

- First class session will be held during Orientation
- One credit course – will not meet every week
- Sections will be designated for special scholars and/or advanced standing students:
  - 003 DIH
  - 009 IH
  - 010 NLACSW
  - 011 Geriatric Scholars
  - 008, 013, 016, 017 Advanced Standing
  - Others To Be Determined (CW, Global)
Searching for Courses – Wolverine Access

- **Wolverine Access**

- **Step by step details:**
  - [https://ssw.umich.edu/r/registrationprocess](https://ssw.umich.edu/r/registrationprocess)

- If registering for 515 or 691 click “include independent study classes”
Registering for Courses

- **Wolverine Access**

- Step by step details:
  - [https://ssw.umich.edu/r-registrationprocess](https://ssw.umich.edu/r-registrationprocess)

- Must load classes in your **backpack prior** to your registration time

- Important to register for classes as close to registration time as possible.
Closed Courses or Dept. Consent Required

- Course Enrollment Petition

- Classes capped early to allow for greatest need

- Decisions will be made on rolling basis. Watch email for an email response

- Only petition for one section of a particular class. Mention other sections that will work.
Tips for completing enrollment petition form

- Be specific. Provide all of the details necessary to explain why you MUST be considered for the specific course and specific section in the narrative box.
- Be flexible. If more than one section could work for you, petition for your preference, but include in your narrative other options that could work.
- Know that we do not give preference based on preferred instructors. If there are spots available, we might allow you into a closed course based on preference for a certain instructor, but other needs are given priority.
- Course instructors do not have authorization to grant permission for students to enter a closed course. Please do not email them asking for permission.
Exemptions

- **Exemption request form**
- Based on coursework completed in past six years with “B” or better grades
- Exemptions do not reduce credit hour requirements, but do allow for students to replace the foundation course with an elective course
- Advanced standing students do not need to pursue exemptions from SW 506, SW 507, SW 508, SW 509, and SW 515. Can apply for SW 505.
- MicroMasters/MasterTrack/UM Sociology do not need to pursue exemptions from SW 505, SW 506, SW 507, SW 508 or SW 509
- Exemption decisions are e-mailed to your umich.edu e-mail address
Electives

- More courses in your pathway
- Secondary Pathway (review course planning worksheet)
- School Social Worker Specialization
- Courses in another pathway
- Mini courses (One-credit courses)
- Doctoral Courses (800 level)
- Independent Studies
- Courses Outside SSW:
  - ssw.umich.edu/courses/other
  - or search Wolverine Access
- Additional Field Instruction
Substitutions

- Substitution review is a student-initiated and online process:
  - [https://ssw.umich.edu/assets/course-substitution/](https://ssw.umich.edu/assets/course-substitution/)

- Students may substitute a SSW course or a graduate course in another UM department to meet a program requirement. Must be approved by advisor and MSW Program Director

- A substitution for a foundation course would typically require completing an advanced pathway course that covered content on the foundation course topic

- Substitutions can be a good option for student with extensive work experience related to a required course
Additional Course Planning Support

Schedule an individual course planning zoom meeting
- Email: ssw.msw.info@umich.edu
- Include your availability Mon-Fri. (EST)

https://ssw.umich.edu/
Monday – Thursday: 9-4pm (EST)
Friday – 9-12pm (EST)
Thank you for joining us.

We look forward to meeting with you soon!