1. Hello, welcome to the University of Michigan School of Social Work Advanced Standing Course Planning Webinar.

2. My name is Tim Colenback. I am Assistant Dean for Student Services and I will be the host for this session. This session will cover some of the important information regarding course planning for Advanced Standing students.

3. **Housekeeping**
   - As with all of our webinars, we encourage you to submit questions in writing by utilizing the question box.
   - We will answer all questions publicly so everyone can view them. If you would like to have your questions answered privately, type private at the beginning of the question and the answer will go only to you.
   - A recording of this webinar, the PowerPoint and script notes will be posted on our website at ssw.umich.edu/programs/msw/admitted-students/course-planning

4. **MSW Advanced Standing Curriculum**

   There are three different Advanced Standing statuses:

   - Advanced Standing Status
   - Tentative Advanced Standing Status
   - Possible Advanced Standing Status

   Advanced Standing status is a final determination denoting that a student has been approved for Advanced Standing in the MSW program. Tentative Advanced Standing status is given to students who will likely be eligible for Advanced Standing status, but have yet to submit and/or have their final transcripts reviewed for the final GPA calculation. As long as their final GPA over the final 60 semester hours remains at or above 3.5 GPA, these students will achieve Advanced Standing status. Possible Advanced Standing status is given to students who may be able to achieve a 3.5 GPA or better based on the final GPA calculation, but were below a 3.5 GPA when the calculation was made at the time of application. If a student with Possible Advanced Standing status achieves a final GPA over the final 60 semester hours at or above 3.5 GPA, they will achieve Advanced Standing status. We encourage students with Tentative or Possible Advanced Standing status to enroll in courses for the Fall Term as if they will achieve Advanced Standing status. If you have questions regarding your status, please feel free to contact the Office of Student Services at 734/936-0961.
5. **Advanced Standing Program Requirements**
   a. Two foundation courses are required for Advanced Standing students unless they are exempted from the courses. The two courses are SW 504, (Diversity in Social Justice and SW 560, Introduction to Community Organization, Management and Policy/Evaluation Practice. Many Advanced Standing students will be exempted from the SW 560 course. Exemptions are provided to Advanced Standing students who have covered the course content of the SW 560 course in the past six years in courses where they received “B” or better grades. It is not possible to exempt from SW 504.

   b. Each student in Advanced Standing is required to complete 684 hours of field work which translates into 12 credit hours. Most Advanced Standing students enroll in four credit hours of fieldwork in each term: Fall, Winter and Spring/Summer. Advanced Standing students completing a placement in a public school setting often enroll in six credit hours in Fall and Winter terms and do not enroll in field work during the Spring/Summer term. Students in public school settings are required, however, to continue working in their field site until the end of the public school year.

   c. Each student is required to complete six credit hours of advanced coursework in their Practice Method Concentration. Please consult your Course Planning Worksheet to identify which courses will meet your Practice Method Concentration requirement.

   d. Each student is required to complete nine credit hours of advanced coursework in their Practice Area. Please consult your Course Planning Worksheet to identify which courses will meet your Practice Area requirement.

   e. Each student is required to complete the advanced Evaluation course SW 683.

   f. Each student is required to complete nine credit hours of electives.

   g. The total number of credit hours required to complete the Advanced Standing MSW degree is 45.

6. **Advanced Standing students are automatically out of the following foundation courses/field work:**
   - The relevant lab course for their Practice Method (SW 511 or SW 512)
   - SW 515
   - SW 521
   - SW 522
   - SW 530
   - SW 531

   Advanced Standing students must enroll in SW 504. Advanced Standing students must enroll in SW 560 (unless they are granted an exemption from SW 560).

7. **Advanced Standing Fall Schedule**
   - SW 504
   - SW 560
   - SW 691 (4 credits/units)
   - Elective (3 credits)
   - Elective (3 credits)

*For students with no exemptions
*For students in all practice areas except Aging in Families and Society
8. **Exemptions**

Exemptions for SW 560 are often provided to Advanced Standing students.

- Exemptions are based on coursework completed in past six years with “B” or better grades.
- Transcripts are automatically reviewed through the Office of Student Services (OSS) for exemptions.
- Exemptions do not reduce credit hour requirements, but do allow for students to replace the foundation course with an elective course.
- Exemption decisions are e-mailed to your umich.edu e-mail address prior to your registration appointment time.
- Exemption decisions may be appealed. If you believe you should be eligible for an exemption from SW560 and you do not receive an exemption, please contact OSS at 734/936-0961.
- Although most students do accept exemptions due to the rich elective course offerings in the MSW program, you do not have to accept an exemption even if it is provided.

9. **Substitutions**

Students can replace a foundation course requirement or an advanced course requirement with the permission of the Associate Dean (in the summer prior to enrollment) or with the permission of their advisor and the Associate Dean (following the beginning of the program). Substitution for a foundation course would typically require completing an advanced course in the same part of the curriculum. For example, a student would typically need to substitute an advanced macro methods course (Management of Human Services, Social Policy and Evaluation or Community Organization course) for the SW 560 course.

Students sometimes substitute a required course by utilizing mini courses or even a course outside of the School of Social Work.

10. **Practice Method and Practice Area Options**

**Practice Methods:**
- Community Organization
- Interpersonal Practice
- Management of Human Services
- Social Policy and Evaluation

**Practice Areas:**
- Aging in Families and Society
- Children and Youth in Families and Society
- Community and Social Systems
- Health
- Mental Health

Each student selects a Practice Method concentration and a Practice Area in which to apply their method at the time of application. If you would like to change one of your selections or have questions, please contact OSS at 734/936-0961.
11. **Course Planning Worksheets**
   a. Course planning worksheets for all of the curriculum schedules and the concentration combinations can be found at [archive.ssw.umich.edu/studentguide/course-planning-worksheets/](archive.ssw.umich.edu/studentguide/course-planning-worksheets/)
   b. All students should become very familiar with the course planning worksheet for their schedule and concentration combination.
   c. Note that the worksheets set out a schedule for a student with no exemptions.
   d. Most Advanced Standing students replace an exempted course (SW 560) with electives in the Fall Term.

12. **Advanced Course Requirements**

    **Practice Methods Requirements**
    - Two Courses are Required
    - Interpersonal Practice
      - Two of: 623, 624, 625, 628
    - Community Organization
      - Two of 650, 651, 652, 654, 657, 658, 674
      - It is recommended CO students enroll in 650, 651 or 652 as their first advanced CO course.

13. **Advanced Course Requirements**

    **Practice Methods Requirements (continued)**
    - Management of Human Services
      - Two of 651, 660, 661, 662, 663, 664, 665
    - Social Policy and Evaluation
      - 673 and one of: 670, 671, 674, 685

14. **Advanced Course Requirements**

    **Practice Area Requirements**
    - Three Courses
      a. Aging in Families and Society: 616, 644, 694
      b. Children and Youth in Families and Society: 633 and 696 and either 601 or 605
      c. Community and Social Systems: 647 and 697 and either 611 or 620

15. **Practice Area Requirements (continued)**

    d. Health: 613 and 634 and 699
    e. Mental Health: 636 and 698 and either 606 or 612

16. **Additional Advanced Course Requirements**

    - Evaluation -All students must complete an evaluation course: SW 683
    - Field Instruction –All Advanced Standing students must complete 12 credit hours (684 clock hours) of Advanced Field Instruction (SW 691)
Electives – All students must complete nine credit hours of electives (more if exempted from any foundation courses)

17. **Elective credit options**

There are many options for utilizing elective credits while in the MSW program. It is important for Advanced Standing students to think about these options now as they will begin utilizing electives in the Fall Term. Options for utilizing electives include:

a. **Minor Method.** Students minoring must enroll in two advanced method courses in their minor method. This will utilize six elective credit hours. Additionally, students selecting a minor must complete three credits of their advanced fieldwork in their minor method.

b. **Specialization or Certification.** Several specializations and certifications are offered by the SSW including child welfare, school social work, global social work, and aging. Specializations and certifications typically require the use of nine credit hours of elective credit.

c. **More courses related to your practice method or practice area.** Some students elect to complete more than the minimum required credits in their practice area and/or method.

d. **Courses unrelated to your practice method or practice area.** Other students broaden their experience by enrolling in courses in Practice Areas and/or Methods outside of their concentration.

e. **Mini courses (One credit courses, SW 790 and SW 799).** Mini courses are very popular. The SW 790 sections are typically one credit hour Interpersonal Practice courses and SW 799 sections are typically one credit hour courses related to Management of Human Services, Community Organization or Social Policy and Evaluation. Mini courses typically meet for 15 total hours spread over two to five sessions.

f. **Electives in the SSW: Three credit hour courses (usually 700 level, but include some 600 level courses).** The School offers several 700 level courses and some 600 level courses that are free standing electives which do not meet concentration or specialization requirements in the program.

g. **Doctoral Courses (800 level courses).** Some doctoral courses are open to MSW students with permission of the instructor.

h. **Special Studies.** The School offers students the opportunity to receive credits for independent work via the special studies option. Students set up a learning agreement with a faculty member to complete special studies. Students may enroll in a maximum of eight credits of special studies in a given term or a total of 16 credits while in the program.

i. **Courses outside SSW.** Students may enroll in courses in other University of Michigan schools, colleges or departments. Three sites provide information on relevant courses external to the School:

   i. [ssw.umich.edu/courses/other?sort=number_asc&uterm=2060&ll=10](ssw.umich.edu/courses/other?sort=number_asc&uterm=2060&ll=10)
   ii. [wolverineaccess.umich.edu](wolverineaccess.umich.edu)
   iii. [nonprofit.umich.edu/](nonprofit.umich.edu/)

j. **Additional Field Instruction.** Students may add up to six credit hours above the minimum advanced field requirement to cover elective credit hours. Each student is required to complete 684 hours of advanced fieldwork (12 credit hours). For each 57 hours of additional fieldwork completed above the 684 hours, a student can receive one credit toward their elective credit requirements.
18. **Changing Program Selections**

Occasionally students want to change a curriculum choice. Prior to the beginning of the program students may request changes by sending an e-mail to ssw.oss@umich.edu. Students may request a change of:

a. Practice Method
b. Practice Area
c. Add/Delete Practice Method Minor
d. Curriculum Schedule (16 month, 20 month, Advanced Standing)

Please provide a rationale for your request in the e-mail you send.

19. **Registration Tips**

a. Registration is through: wolverineaccess.umich.edu
b. Be sure to park courses in your backpack via wolverineaccess.umich.edu prior to your registration appointment time
c. When searching for field (SW 691) be sure to include “independent studies”

20. **Registration Tips (continued)**

d. Review the wolverineaccess.umich.edu tutorial
e. To access the wolverineaccess.umich.edu registration tutorial:
   iv. Sign in to Student Business utilizing your uniqname and password on wolverineaccess.umich.edu
   v. Click on “Self Services Help”
   vi. Click on “Student Business”
   vii. Click on “Student Center Academics and Enrollment” (you will find this link under the heading “Student Academics”
   viii. Remember we do not use the waitlist function in the School of Social Work!

21. **Registration Tips (continued)**

f. Be sure to include the units (usually 4) when registering for field work (SW 691)
g. Utilize the Petition to Enter a Closed Course ssw.umich.edu/secure_forms/closed_course.html if you would like to gain entry to a closed course (we do not use the “waitlist” function on wolverineaccess.umich.edu)

22. **Registration Tips (continued)**

h. Thoroughly read the information including the MSW courses listings and “outside classes” on the site: ssw.umich.edu/courses
i. **Class Descriptions** – this link has information on all courses approved by the SSW faculty. Some courses may not be available in a given term.

j. **Winter 2015 Class Schedule** – read through this link to understand which courses are offered in a typical Winter Term. The schedule for Winter 2016 will be similar, but not available until Fall 2014.
Fall 2015 Class Schedule – this is the schedule for Fall 2015. Some of the information available here is not included in the course listings on wolverineaccess.umich.edu

Spring/Summer 2015 Class Schedule - read through this link to understand which courses are offered in a typical Spring/Summer Term. The schedule for Spring/Summer 2015 will be similar, but not available until Winter Term 2016.

Registration Tips (continued)

Outside Classes – this is a listing of courses in other units of the University which may be of interest to MSW students.

Student Guides and Course Planning Worksheets – this page has information of importance for incoming students. The 2015-2016 Student Guide will be available later in the summer. Course Planning Worksheets are available now.

Class-Related Forms – this page has links to several important forms including the special studies recording form, permission of instructor form and the Petition to Enter Closed Courses form.

24. Students are invited to enroll in SW 618 Section 002: Research-Informed Practices to Prevent Substance Abuse in Racial and Ethnic Minority Adolescents

Students in this course will learn more about adolescent substance use among minority, urban populations and explore research-informed preventive interventions. The SW 618 Section 002 class will meet on Friday from 2:00 pm to 5:00 pm.

25. Students are invited to enroll in SW 573 Service Learning for Health Professionals

This service-based course explores issues of health disparities, poverty, and the medically-underserved. This course is offered in Fall and Winter terms for one credit. This course includes 20 hours of direct service to a health center or community agency and seven class discussion sessions, (Thursdays 2:30-4:30pm in Fall 2015). Service slots are available during daytime, evenings and weekends.

26. Students are invited to enroll in SW 737 Advanced Standing Peer Consultation Seminar

- This one credit mini course is designed to provide opportunities for advanced standing students to learn the art of peer consultation.
- The course will be co-taught by Prof. Elizabeth Voshel, SSW Curriculum Coordinator Katie Gibson, and current MSW student Joseph Remaley.
- Students must take this course concurrently with 691 (Advanced Field Instruction).
- Meeting dates/times: Friday, 12-2pm (9/25, 10/9, 10/23, 11/6, 11/20, 12/4 and 12/11).

27. Individual In-person or Phone Course Planning

If you are interested in an individual advising session be sure to call OSS at 734/936-0961 and schedule an appointment with Assistant Dean Tim Colenback, Lauren Davis, Nyshourn Price or Erin Zimmer. We especially encourage students to schedule a course planning appointment if they are pursuing a minor or specialization.
28. Summer Homework

Be sure to review all of the information on the Admitted Student Information webpage at ssw.umich.edu/admissions/msw/admitted-students.

Check back frequently as new information may be added throughout the summer.

A recording of this webinar, as well as the PowerPoint and script notes, will be posted on our website at ssw.umich.edu/admissions/msw/admitted-students/course-planning.