



Online MSW Program

How to Register for Classes

November, 2022

Outline of Session:

- Review Key Registration Details
- Reading Your Course Planning Worksheet
- How to search using the Course Catalog
- The Registration Process
- Course Enrollment Petition Process: Why and How
- FAQ's about Class Registration

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Review of Key Registration Details

Things to keep in mind:

- Your registration date and time will be listed on Wolverine Access under Student Business\Student Center
 - The date and time of your registration is **very important!** Please consider setting a reminder on your phone or calendar to register at your assigned time
- Please use the Course Registration Guide document as a resource!

Online MSW Course Registration Guide

How to register for your courses:

- A few weeks prior to when course registration opens, all students will receive an email from the SSW Registrar with information about Backpacking and course registration dates.
 - Please review your [Course Planning Worksheet](#) **AND** the [Course Catalog](#) to see the courses that you are scheduled to take **AND** when they are available. Please make sure you are using the **filters** on each respective website to pull up the **correct** planning worksheet and **relevant** list of courses (i.e. 'program type', 'semester', etc.)
- When Backpacking opens, you are able to reserve your courses by going to: [Wolverine Access](#)/Student Business /Student Center.
 - **Backpacking** is how you reserve your desired courses for the semester you are registering for **prior** to your registration date/time.
 - When Backpacking opens, you can also see your registration date and time on the Student Center main page on Wolverine Access. Please set a reminder for yourself of your registration **date and time** so that you do not forget.
- At your registration date and time, go back into [Wolverine Access](#), where you Backpacked your courses, and "add" your selected courses to your semester schedule.
 - The **closer** you register to your scheduled date and time, the **stronger** the likelihood you are able to get into the course section and time of your choice.
- If the course(s) you tried to register for are closed, you will need to complete a [Course Enrollment Petition Form](#) for each course you would like to enroll in.
 - Each semester there is a **priority deadline** for submission of your course enrollment petition(s). This is communicated to all MSW students via email from the SSW Registrar. **Please make note of this date.**
 - After the priority deadline date, you will be alerted **via email** whether or not your petition will be approved or denied. If your petition is approved, you will receive instructions regarding how to register for the course and the new deadline date for registration (typically 48 hours).
 - **Petitions are not a guarantee.** Typically, petitions are denied if the course is full **AND**: is an elective/ is also offered at a different time where there are spaces available and/or if you are not close to graduating from the program and would have time to take the course in a future semester.

Questions?

- If you have any questions regarding what classes to take based on your professional interests/goals, please reach out to your **faculty advisor**.
- If you have any questions regarding the schedule of courses for future semesters, how courses are classified (required vs. electives), residential courses and which courses satisfy program requirements, please reach out to your **technical advisor**, Antuan Featherstone at adfeathe@umich.edu.

Keep in mind....


- **Please follow** the course planning worksheet to ensure that you are taking the right required courses you are scheduled for in any given semester.
- As a part time student, **you must take 8 credits or less per term.** You are welcome to take more credits than your course planning worksheet outlines (if less than 8 credits), however, please keep in mind that as a part time student, **you pay per credit hour.**
- Students register for courses twice a year. Once in **March** for Spring/Summer **AND** Fall classes and in **November** for Winter classes.

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Course Planning Worksheet

Course Schedule/ Course Planning Worksheet

Master Track Schedule

|  | |
|---|-----------------------|
| Course Planning Worksheet For Students Beginning Program in Winter 2023 Interpersonal Practice in Integrated Health, Mental Health, and Substance Abuse ONLINE Part-Time Online MSW MasterTrack MSW | |
| First Term | 7 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Essentials | |
| <input checked="" type="checkbox"/> SW590 Introduction to Social Work Practice | Cr: 1 |
| Essentials Lab | |
| <input checked="" type="checkbox"/> SW718 MasterTrack Skills Lab | Cr: 3 |
| Pathway Requirement | |
| <input checked="" type="checkbox"/> SW600 Behavioral, Psychosocial and Ecological Aspects of Health, Mental Health and Disease | Cr: 3 |
| Second Term | 6 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Pathway Requirement | |
| <input checked="" type="checkbox"/> SW601 Applied Assessment Skills in Integrated Health, Mental Health and Substance Abuse | Cr: 3 |
| Electives | |
| <input type="checkbox"/> SWeee Elective Course | Cr: 3 |
| Third Term | 7 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Pathway Requirement | |
| Δ SW602 Interpersonal Practice Interventions in Integrated Health, Mental Health, and Substance Abuse (Adults) | Cr: 3 |
| Δ SW603 Interpersonal Practice Interventions in Integrated Health, Mental Health, and Substance Abuse (Children, Youth, Transitional Youth, and Families) | Cr: 3 |
| Pathway Policy Requirement | |
| <input checked="" type="checkbox"/> SW649 Practicing Policy with Current Events | Cr: 1 |
| Electives | |
| <input type="checkbox"/> SWeee Elective Course | Cr: 3 |

Advanced Standing Schedule

|  | |
|--|-----------------------|
| Course Planning Worksheet For Students Beginning Program in Winter 2023 Interpersonal Practice in Integrated Health, Mental Health, and Substance Abuse ONLINE Part-Time Online MSW Adv Standing | |
| First Term | 7 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Essentials | |
| <input checked="" type="checkbox"/> SW505 Engaging Social Justice, Diversity, and Oppression in Social Work | Cr: 3 |
| <input checked="" type="checkbox"/> SW590 Introduction to Social Work Practice | Cr: 1 |
| Pathway Requirement | |
| <input checked="" type="checkbox"/> SW600 Behavioral, Psychosocial and Ecological Aspects of Health, Mental Health and Disease | Cr: 3 |
| Second Term | 6 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Pathway Requirement | |
| <input checked="" type="checkbox"/> SW601 Applied Assessment Skills in Integrated Health, Mental Health and Substance Abuse | Cr: 3 |
| Electives | |
| <input type="checkbox"/> SWeee Elective Course | Cr: 3 |
| Third Term | 7 credit hours |
| <input checked="" type="checkbox"/> indicates a required course, Δ indicates choose one course from section, and <input type="checkbox"/> indicates an elective course | |
| Pathway Requirement | |
| Δ SW602 Interpersonal Practice Interventions in Integrated Health, Mental Health, and Substance Abuse (Adults) | Cr: 3 |
| Δ SW603 Interpersonal Practice Interventions in Integrated Health, Mental Health, and Substance Abuse (Children, Youth, Transitional Youth, and Families) | Cr: 3 |
| Pathway Policy Requirement | |
| <input checked="" type="checkbox"/> SW649 Practicing Policy with Current Events | Cr: 1 |
| Electives | |
| <input type="checkbox"/> SWeee Elective Course | Cr: 3 |

Determining elective credits:

Electives are:

- Any classes that are not listed as required on your CPW
 - Although you can take a required class as an elective as long as it is taken during or after the term it is scheduled for
 - Some electives are worth 3 credits, and there are a few 1 credit options

Taking 1 Credit Electives:

- Allows you to take multiple courses on a variety of topics
- One credit classes are scheduled to run for 5 weeks, meeting once a week for 2 hour live sessions
- Usually these classes will be scheduled concurrently so that they do not overlap

Elective Classes:

WN23 Electives

- SW659 (1)
- SW711 (1)
- SW614 (3)
- SW663 (3)
- SW606 (3)
- SW612 (3)
- SW602/603 (3) (if you are scheduled to or already have taken one as a requirement, you can take the other as an elective)
- SW604/605 (3) (if you are scheduled to or already have taken one as a requirement, you can take the other as an elective)

FA22 Electives

- SW762 (1)
- SW659 (1)
- SW614 (3)
- SW620 (3)
- SW618 (3)
- SW606 (3)
- SW612 (3)
- SW602/603 (3) (if you are scheduled to or already have taken one as a requirement, you can take the other as an elective)
- SW604/605 (3) (if you are scheduled to or already have taken one as a requirement, you can take the other as an elective)

3 Using the Course Catalog

Course Catalog

Course Catalog

Term Winter 2023 ▼ Per Page 25 ▼

Program Type ? Online Part-Time ▼ Format ? Online ▼

Sort By Course Number ▼ Ascending ▼

Associated Pathway ? All ▼

Keywords or Course #

Update List

4 The Registration Process

Registering for Classes:

- After determining the classes you need and would like to take, you can backpack them on Wolverine Access
 - Backpacking opens on Monday, November 7th
 - Registration begins on Monday, November 14th
 - **New online MSW students register on Thursday, November 17th**
- Backpacking allows you register quickly for classes when your appointment time arrives

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Course Enrollment Petitions

Course Enrollment Petition Process:

WHAT:

- If the course(s) you tried to register for are closed, you will need to complete a Course Enrollment Petition Form for each course you would like to enroll in.
 - Each semester there is a **priority deadline** for submission of your course enrollment petition(s). This is communicated to all MSW students via email from the SSW Registrar. **Please make note of this date.**
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WHY?

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FAQ's

Who to ask what?

Faculty Advisor

- This is the faculty member you will meet over the SW590/Orientation Weekend
- If you do not know who your faculty advisor is, you can check by going to Wolverine Access\Student Business\Student Center. The person should be listed in a box on the right hand side
- For classes: if you have questions related to how classes will best prepare you for your professional interests and goals as a social worker, your faculty advisor can assist you with this conversation!

Technical Advisor (Antuan)

- Contact me if you have any questions regarding:
 - The schedule of classes and what to take when
 - Making any changes to your course plan as it is laid out on the CPW
 - What classes satisfy different program requirements (required classes vs. elective classes)

Other FAQ's

- Can I take residential classes (online or in person)?
- Can I take classes in other colleges at U-M?
- What happens if I register “late”?
- Why do we register for both SS and FA semesters at the same time?



Any Questions?