Registration & Course Planning Info.
For On-Campus Fall 2023 MSW Students

Session Housekeeping

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

Webinar Info.

- Slides posted at:
  https://ssw.umich.edu/r/2023courseplanning

- Session is being recorded and will be sent to all registrants and posted at:
  https://ssw.umich.edu/r/2023courseplanning

- We'll take questions at the end of the presentation!

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Registration Date/Time

- Check email for your registration date/time

- All students must have completed the **Technical Standards Form** to have a registration appointment time that will appear in the Wolverine Access - Student Service Center (right side)

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

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

Sample (IP/16-month)

SCHOOL OF
SOCIAL WORK
UNIVERSITY OF MICHIGAN

Course Planning Worksheet For Students Beginning Program in Fall 2023
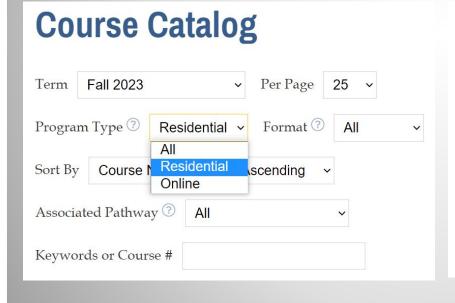**Interpersonal Practice in Integrated Health, Mental Health, and Substance Abuse**
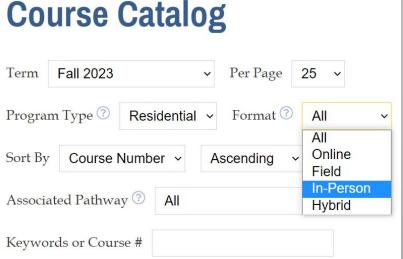**16-month**

This Course Planning Worksheet is tentative.

First Fall Term	15 credit hours

⊠ indicates a required course, Δ indicates choose **one** course from section, and ○ indicates an elective course

Essentials

⊠ **SW505**	Engaging Social Justice, Diversity, and Oppression in Social Work	Cr: **3**	⊠ **SW506**	Essentials of Interpersonal Practice	Cr: **4**
⊠ **SW507**	Research Basics for Social Work Practice	Cr: **1**	⊠ **SW508**	Essentials of Social Welfare Policy	Cr: **3**
⊠ **SW509**	Essentials of Community and Organizational Practice	Cr: **3**	⊠ **SW590**	Introduction to Social Work Practice	Cr: **1**

M | SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Searching for Courses - SSW Site

- <u>School of Social Work Fall Course Catalog</u>
- Customize your search
- Click on course section # for more details

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Notes for SW 590

- First class session will be held during Orientation

- One credit course – will be completed over a weekend or in the first five weeks of the semester

- Sections will be designated for special scholars:
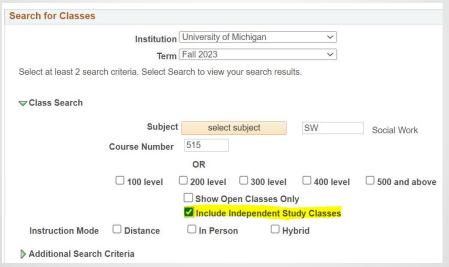   - CBI/NCS given course permission. Others may petition.

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Registering for Courses

- <u>Wolverine Access</u>

- Step by step details:
  - https://ssw.umich.edu/r/registrationprocess

- Must load classes in your **backpack <u>prior</u>** to your registration time

- Important to register for classes as close to registration time as possible.

Searching for Courses – Wolverine Access

- <u>Wolverine Access</u>

- If registering for 515 or 691 click "include independent study classes."

- Field placement **confirmed:** Choose section with field faculty who placed you
- Field placement **not confirmed:** Choose section 888

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Closed Courses or
Dept. Consent Required

- <u>Course Enrollment Petition</u>

- Classes capped early to allow for greatest need

- Submit petitions as soon as possible following your registration time. Submit ALL needed petitions.

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

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

M | SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

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.

- MasterTrack/UM Sociology/UM Dearborn **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

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Electives

- More courses in your pathway
- Secondary Pathway (review course planning worksheet)
- <u>School Social Worker Specialization</u>
- Courses in another pathway
- Mini courses (One-credit courses)
- Doctoral Courses (800 level)
- Independent Studies (up to 12 credits, 6 credits/term)
- Courses Outside SSW:
  - <u>ssw.umich.edu/courses/other</u>
  - or search Wolverine Access
- Additional Field Instruction

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Substitutions

- Substitution review is a student-initiated and online process:
    - 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: oss.appt.schedule@umich.edu

- Include your availability Mon-Fri. (EST)

Chat with Student Services

https://ssw.umich.edu/
Monday – Thursday: 9am-4pm (EST)
Friday – 9am-12pm (EST)

- Advising/course planning services are provided by OSS until SEED Orientation.
- Faculty advisor assignments are communicated at SEED Orientation.

SCHOOL OF SOCIAL WORK
UNIVERSITY OF MICHIGAN

Send Us Your Questions Now!

- Use questions box on your dashboard

- We'll "reply to all" unless you type "private" in front of your question.