Dear All First Year Full-time Students,

From: Beth Sauer, Registrar

Date: May 4, 2010

Re: Fall 2010 Registration

Congratulations and welcome to the School of Social Work. This is the first of two memos that you will receive regarding fall 2010 registration. This memo outlines the timeline for fall 2010 registration. The second memo will be distributed in mid-June, and it will contain detailed information about how to register. Please read both memos carefully and contact me if you have any questions throughout the registration process.

REGISTRATION TIMELINE

By May 21 Completion of Foundation Practicum Planning Guide (FFPG), Resume and Release to Share Background Information Form
You should complete the three documents listed above as soon as possible, but no later than May 21, 2010. Once they have been submitted, a faculty member from the field education program will call you to discuss your interests in more detail. It is essential that this telephone interview occur before June 18, 2010. Your potential field placement will determine which section of field seminar you will register for. Likewise, your field seminar section will directly influence the rest of your fall 2010 course schedule. Refer to the Field Education memo for more information.

Mid-June Second Registration Memo
Additional information about registration, including the courses for which you need to register and detailed information about the registration process, will be posted online. You will be notified when this information is available.

Late-June Assigned Field Seminar Section
Prior to July 1, you will receive an email from the Field Education Office informing you which section of Field Seminar (SoWo 523) to register for.

July 1 – Fall 2010 Registration Period
Incoming full-time students will register for fall 2010 courses between July 1, 2010 and July 15, 2010. All students will have a registration “hold” that will be lifted on July 1. Between July 1 and July 15, students will be asked to register for the following courses:

- SOWO 500 Human Behavior in Context I: Infancy to Adolescence (3 credits)
- SOWO 530 Foundations of Social Welfare (3 credits)
- SOWO 540 Social Work Practice with Inds, Families, and Groups (3 credits)
- SOWO 570 Social Work Practice with Organizations and Communities (3 credits)
- SOWO 520 Foundation Field Practicum I (3 credits)
- SOWO 523 Foundation Field Seminar (1 credit)
Additional information about how to register for these courses will be included in the June registration memo.

**By August 10 Payment of Fall 2010 Tuition and Fees**
The Early Registration period ends on July 15, and all students should be registered for their fall 2010 courses by then. As long as you register before July 15, you will be notified via email when your bill for tuition and fees is available on my.unc.edu. Tuition and fees must be paid or deferred by August 10. Otherwise, your early registration will be canceled and you will need to register again. Many students receive some form of financial aid. Students expecting financial aid may submit a request for deferral payment of tuition prior to the semester due date. Financial aid received in excess of cashier’s office charges will be refunded to the student.

The Prepayment period runs from July 16 through August 30. Students who register at this time will be required to pay estimated tuition and fees or show proof of financial aid prior to registering.

**ADDRESS AND NAME CHANGES**
Please make sure you update your address information. Throughout your enrollment in the program, it is your responsibility to notify us if you have a change of address or name. You can change your address at my.unc.edu. If you have a name change, please see me to obtain a “name change” form that will need to be submitted to the Office of the University Registrar.