DATE:  May 10, 2010
TO:  New Winston-Salem Distance Education MSW Program Students
FROM:  Anna Scheyett, PhD, Associate Dean for Academic Affairs
RE:  Welcome and Important Information

Congratulations on your admission to the UNC-Chapel Hill School of Social Work Winston-Salem Distance Education (DE) MSW Program! We are excited you will be joining us this fall. It is our hope that your enrollment in the program provides a rich educational experience.

Tina Souders is the Director of the Winston-Salem DE MSW Program and will serve as your faculty advisor during the first two years of the program. She will also assist with coordinating your enrollment, registration, and educational activities. Individual advising appointments will be scheduled with each new student during the fall semester. During this appointment you will explore your learning goals and discuss your initial leadership assessment. Tina can be reached at 336-703-3398 or via email at tsouders@email.unc.edu.

New Student Orientation
We have two required orientation sessions for distance education students. On July 23, 2010, your first orientation will be held at the Forsyth County Department of Social Services, from 8:30 am to 3:30 pm. On August 20, 2010, Jumpstart! Preparation for Social Work Practice will be held in Chapel Hill at the UNC Chapel Hill School of Social Work from 9:00 am to 4:00 pm. For those of you living more than 60 miles from Chapel Hill, the School will provide double-occupancy lodging for you on Thursday evening, August 19, 2010 at the Holiday Inn Express, 6119 Farrington Rd., Chapel Hill, NC.

These required programs are intended to prepare you for social work graduate education, ground you in knowledge and understanding of the profession and introduce you to skills needed to successfully complete the MSW program. More detailed agendas for both fall orientation sessions will be available on-line in late June. At the orientations, you will learn more details about the curriculum and the field education program, hear advice for success from students and recent graduates, have an opportunity to buy books and SSW merchandise on the UNC campus, and meet your new colleagues.

The School of Social Work will be hosting the annual Students Achieving Graduate Education (S.A.G.E.) pre-orientation program for entering students of color and international students on Saturday, August 14, 2010. All incoming students are welcome to attend.

The Graduate School will be conducting a school orientation on August 19, and you are welcome to attend that session; however, it is optional. As noted above, the required Jumpstart/PFP begins the next day on August 20.

JumpSTART: Preparation for Social Work Practice will take place at the UNC-Chapel Hill School of Social Work Friday, August 20, 2010. This required program is intended to prepare you for social work graduate education, ground you in knowledge and understanding of the profession and introduce you to skills needed for success in the MSW program. A detailed agenda for JumpSTART will be made available online in late June.

Writing Assessment
Before classes start we are asking you to complete an online writing assessment. Now, before your anxiety gets too high, let me explain. This is a writing assessment, not a writing test. You will not receive a grade for it. The purpose of this assessment is to help each student identify his/her areas of writing strength and weakness. This MSW program is very writing intensive, so having good writing skills is important. By helping you identify areas where you need to build your writing skills, and then connecting you with the resources to help you do so (including writing workshops and in-house editorial support), we hope to provide you with the tools you need to be successful in our program. You must complete this assessment by June 30, 2010. If for some reason that timeframe does not work for you, please let me know as soon as possible.

Once you obtain your ONYEN (see “Computer Tips”) send it to Linda Wilson at L.Wilson@unc.edu and she will make sure you are registered in Sakai (the learning platform we use), so you can take the writing assessment. Detailed instructions for how you access and complete this assessment accompany this letter.
Online History of Oppression Course
Another online activity you will need to complete is an online training, The History of Oppression. This is a prerequisite course that will be available starting July 7 and that you must complete prior to enrolling in SoWo 501, Confronting Oppression and Institutional Discrimination, in Spring 2011. Completing this course counts as 10% of your SoWo 501 grade. That means you must be finished with the course no later than November 1, 2010. However, I strongly encourage you to do as much as possible over the summer, since the course can take 30-40 hours to complete. Prior to July 7 you will be sent a URL for an information packet that includes instructions for this online course.

Advising  Tina Souders will serve as your faculty advisor during the first two years of the program and will assist with coordinating your enrollment, registration, and educational activities. Individual advising appointments will be scheduled with each new student during the Fall semester. During this appointment you will discuss your leadership assessment and begin to explore your specific learning goals. Tina can be reached at 336-703-3398 or via email at tsouders@triad.rr.com.

Foundation Course Exemption
To ensure that students do not have to repeat content they have already mastered in previous coursework, the School offers all incoming students an opportunity to exempt from four Foundation courses. More detailed information on the Foundation course exemption process can be found at http://ssw.unc.edu/index.php?q=students/academic/advising . Please contact Registrar Beth Sauer at (919) 962-6443 or bhsauer@email.unc.edu if you have questions.

Plan of Study
The 2010-2011 School of Social Work Curriculum Manual is available online at http://ssw.unc.edu/files/web/pdf/CurrMan10-11.pdf . The Foundation Curriculum consists of 32 credit hours completed over the first two years. The final 30 credit hours (Advanced Curriculum) are completed as a full-time student during the third year of the program. All degree requirements must be completed within a five-year period.

Courses during the first two years of this distance education program are offered according to a set schedule. This ensures that each student will complete the required Foundation curriculum during the first two years. Students in the distance education programs may not elect to take alternate sections of required Foundation courses. All Foundation courses must be taken through the Winston-Salem DE MSW Program on Fridays. In past years, optional summer courses have been offered in Chapel Hill and the Mountain Area program as electives.

You will need to sign and date the Acknowledgement Form and return by June 4th to Dr. Sarah Naylor at the address designated at the top of the form. It is very important that you understand these policies and procedures and that we have confirmation of your understanding.

Registration
The School of Social Work Registrar, Beth Sauer (919-962-6443, bhsauer@email.unc.edu), will register you for all of your courses. The fall and spring schedules for 2010-2011 are listed below:

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<tr>
<th>Fall 2010</th>
<th>Spring 2011</th>
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<tbody>
<tr>
<td>SoWo 530</td>
<td>SoWo 501 Human Development in Context I: Infancy to Older Adulthood</td>
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<tr>
<td>Foundations of Social Welfare Fridays, 9:00 – 11:50 am</td>
<td>Fridays, 2:00 – 4:50pm</td>
</tr>
<tr>
<td>Instructor: Dan Hudgins, MSW</td>
<td>Instructor: TBA</td>
</tr>
<tr>
<td>SoWo 500 Human Development in Context I: Infancy to Adolescence</td>
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<tr>
<td>Fridays, 2:00 – 4:50pm</td>
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If you are interested in taking courses next summer, you should consult with your faculty advisor Tina Souders. A schedule of summer 2011 courses will be available in mid-November. Please direct all questions about registration to Beth Sauer at bhsauer@email.unc.edu .

Field Education
MSW students are required to complete two separate field placements. The foundation field placement (which will take place during your 2nd year in the Winston-Salem DE Program) requires a 12-16 hours per week internship in addition to your Friday classes. Your final (3rd) year concentration field placement requires a 20-24 hours per week internship in addition to classes on the UNC campus Mondays and Tuesdays. We will spend time at orientation discussing options for field placements and the criteria for completing a field placement at your place of employment.

**Tuition and Fees**
The cost of tuition and fees for 2010-2011 will remain uncertain until the final state budget is approved by the North Carolina state legislature and signed by the Governor. Fall 2010 tuition invoices will be issued in July and will only be available online at [http://my.unc.edu/dt](http://my.unc.edu/dt). Students will be notified by email to their UNC email account when their bill is ready to be viewed. **Tuition is due by Tuesday, August 10, 2010.** You can pay your tuition online at this link: [https://cps1.its.unc.edu/SISCPS/cps/cashiers/CSWebParentSignIn.jsp](https://cps1.its.unc.edu/SISCPS/cps/cashiers/CSWebParentSignIn.jsp).

Note: An estimate for the 2010-2011 academic year tuition and fees for in-state, first-year distance education students is $3,651. We estimate about $6,989 for out-of-state, distance education students.

**Residency**
The UNC Graduate School handles residency concerns. If you have a question, please contact Residency Coordinator Sylvia Roberson at sbr@email.unc.edu. Please note that even though you may have lived in North Carolina all of your life, you still will need to complete an online residency form if you are claiming North Carolina residency for tuition purposes. The form is on the Graduate School’s website at the following URL: [http://gradschool.unc.edu/student/residency/](http://gradschool.unc.edu/student/residency/).

**Health Insurance and On-campus UNC Recreational Resources**
Students in the Winston-Salem DE MSW program are enrolled in a distance education program. The UNC-CH Library offers specialized services for all distance education students to be reviewed in the fall semester. As a student in a distance education program you do not pay on-campus student fees, so you are therefore not eligible for student health insurance or access to recreational facilities on the UNC-Chapel Hill campus during the first two years of the program. In your third year of studies, when you take classes on the UNC Campus and will be enrolled as a full-time student, you will pay university fees on campus and be eligible for these services.

**Special Needs**
It is helpful for us to know if you have needs that require special accommodations to attend classes. Not all UNC-Chapel Hill classrooms are handicapped accessible. For classroom needs, please inform us in a return letter. Also, if you need to obtain accommodations for your classroom instruction you must speak with the Office of Disability Services first. Their website is at [http://disabilityservices.unc.edu/](http://disabilityservices.unc.edu/).

**Computer Tips**
Please take note of the “Computer Tips” section of these materials which explains how to get an ONYEN and set up a UNC email address. It is very important that you inform Student Services Manager Linda Wilson of your ONYEN. Please send your ONYEN to Linda at [LWilson@email.unc.edu](mailto:LWilson@email.unc.edu) by May 14. This UNC email address (not a Yahoo, Earthlink, Gmail, etc.) is used to communicate important messages from faculty, staff and students.

**Purchasing Books**
In general, textbooks will not be available for purchase until after July 15. Textbooks can be purchased by logging into the Course Materials portal, [http://my.unc.edu/dt](http://my.unc.edu/dt) at UNC Student Stores (919-962-5066). Another option is to get the title of the textbooks from the course syllabus and place an order online or at any local bookstore or purchase them while you are at UNC August 19-20 for JumpStart. There is usually a NC Tax-Free Weekend in August. Due to the challenging economy it may be cut this year, but historically it is the first weekend in August.

We are looking forward to spending the next three years with you as you prepare for professional social work practice. The UNC-Chapel Hill School of Social Work faculty and staff are involved in a variety of research, program planning, evaluation and training projects on local, state, national, and international levels. We are working to bring you the best opportunities to expand your knowledge and develop your skills. We welcome you to our learning community. Expect to work hard, question assumptions and meet some lifelong friends. Please review all the materials we provide at this website which provide further information concerning the organization and structure of the distance education courses and some recommended activities to help you prepare for classes in the fall.

Contact me at 919-962-4372 or email at [aminscheye@email.unc.edu](mailto:aminscheye@email.unc.edu) if you have questions concerning the program.