



March 2009

TO: 2009-2010 Distance Education Advanced Standing Students

FROM: Sarah Naylor, Assistant Dean for Student Affairs

RE: Advising and Registration Information

Congratulations on your admission to the Winston-Salem Distance Education Advanced Standing MSW program! I know your years ahead will be exciting, challenging, and rewarding. My purposes in this memo are to describe the advising system and discuss how registration for your summer and fall courses will work.

### 1. Advising System

We provide academic advising to assist students in the development of meaningful educational plans that are compatible with their career goals. On admission, each student is assigned both a faculty advisor and a plan of study advisor. Tina Souders will serve as your faculty advisor. Either Beth Sauer (if your last name begins with A-J) or I (if your last name begins with K-Z) will serve as your plan of study advisor throughout your time in the program.

Ms. Souders will be available to orient you to the School's mission and curriculum, help guide your academic and professional development, and assist you in integrating field and class work. I will be available to communicate with you regarding MSW curriculum policies and procedures, ensure that your educational plan is consistent with curriculum requirements, and clear you for registration each semester.

### 3. Registration

- a. *Summer Sessions* – During Summer Session I, you will be registered for SOWO 715: Advanced Standing Bridge Course (6 credit hours). Beth Sauer, Registrar, will automatically enroll you in this course. Please contact Beth (919-962-6443 or [bhsauer@email.unc.edu](mailto:bhsauer@email.unc.edu)) if you have any questions or concerns regarding summer registration.

*Summer Tuition and Fees* – After you are registered for your summer courses, you will be billed for tuition and fees. Tuition and fees must be paid or deferred by Friday, April 27 for Summer Session I. Otherwise, your early registration will be cancelled and you will need to register again. You may make payment to the University Cashier's Office by check or credit card or by calling 919-962-1368. A tuition deferment form

is located on the back of your tuition bill. Please contact the University Cashier's Office if you have any questions or concerns regarding payment of tuition and fees.

- b. *Fall 2009 Registration* – Beth Sauer will also automatically register you for your fall courses. You will be taking SOWO 874: Administration and Management: Theory and Practice, SOWO 510: Foundations for Evidence-based Practice and Program Evaluation, and SOWO 720: Individualized Field Practicum. If you have any questions or concerns about fall registration, please contact Beth.

*Fall Tuition and Fees* – You will be billed for your fall courses in late June. Tuition and fees must be paid or deferred by Friday, August 4. Otherwise, your early registration will be cancelled and you will need to register again.

I am happy to offer assistance and clarifications as needed, and can be reached through the email address and phone number at the bottom of this letter. Another resource is your faculty advisor, Tina Souders (336-703-3398 or [tsouders@email.unc.edu](mailto:tsouders@email.unc.edu)).

Again, welcome, and I look forward to seeing you in May!

Sarah Naylor, M.T.S., Ph.D.  
Assistant Dean for Student Affairs  
325 Pittsboro Street, CB#3550  
Chapel Hill, NC 27599  
(919)962-6444  
[smnaylor@email.unc.edu](mailto:smnaylor@email.unc.edu)