

Foundation Course Exemption Form

This form should be used to request an exemption from MSW Foundation courses. The School offers students an opportunity to exempt four foundation courses: Human Development in Context: Childhood and Adolescence (SoWo 500), Human Development in Context II: Adulthood (SoWo 505), Foundations for Evidence-Based Practice and Program Evaluation (SoWo 510), and Foundations of Social Welfare Policy (SoWo 530). Identical or very similar courses must have been taken in the last five years. Please list course information below and submit required documents with this form. Please use one form for each exemption requested. Students may submit their exemption request documents either by mail or electronically (by scanning all documents and sending them as email attachments), however, students must choose only one method (electronic or traditional mail) and submit all of their documents that way. All forms/documents must be submitted together. Exemption request documents for SoWo 500 and SoWo 530 must be received in the Student Services Office no later than **July 24, 2009**. Exemption request documents for SoWo 505 and SoWo 510 may also be received at this time and are due no later than September 25, 2009. Students should send their exemption request documents to:

Beth Sauer, Registrar
 Student Services, UNC-CH School of Social Work
 325 Pittsboro Street CB# 3550
 Chapel Hill, NC 27599-3550
 Scanned documents may be emailed to: bhsauer@email.unc.edu

Date: _____ **Exemption requested for SoWo course number:** _____

Name: _____ Email address: _____

Mailing address: _____

Telephone number(s): _____

Course Number	Course Title	Graduate/ Undergrad	College/ University	Year Taken	Grade Received

Required Documents: *(including the Foundation Course Exemption Student Checklist)*

1. Foundation Course Exemption Form
2. Course Syllabus
3. Course objectives and description
4. Reading list
5. Course assignments
6. At least one example of work done for the course such as a paper or exam
7. Transcript with pertinent courses highlighted or circled
8. Narrative relating proposed course or courses to the School of Social Work Foundation Curriculum Outcomes Objectives. Explain how the proposed course(s) meet each individual course objective for the foundation course that is requested for exemption.
9. Foundation Course Exemption Student Checklist

* A personal interview may also be requested by the Foundation course faculty or the Associate Dean

Approved Associate Dean:	exempt	not exempt	seek further information
If no, please indicate reason(s):			
Approved Lead Teacher:	exempt	not exempt	seek further information
If no, please indicate reason(s):			