



MEMO

Office of the Registrar

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TO: All First Year Full-time Students
FROM: Beth Sauer, Registrar
DATE: May 4, 2009
RE: Registration--2009 Fall Semester

Congratulations and welcome to the School of Social Work. Upon receipt of this letter, you may register for your Fall 2009 semester courses. Please read this memo carefully before you do so.

HOW TO REGISTER

There are 2 ways you may register:

- 1) Online – go to studentcentral.unc.edu. You will need your Onyen and password in order to access Student Central, and you will need your 4 digit Personal Identification Number (PIN) in order to access the registration system. You may find your PIN by logging on to student central (<http://studentcentral.unc.edu>) and clicking “registration information.” Please note that your PIN will change each semester.
- 2) Phone / Email – Call the School of Social Work Registrar at 919-962-6443 or email her at bhsauer@email.unc.edu

WHAT TO REGISTER FOR

First year full-time students must register for the following courses:

Sowo 500	HBSE: Infancy to Adolescence, Sections 1, 2 or 3
Sowo 520	Foundation Field Practicum I, Section 1
Sowo 523	Foundation Field Seminar, Section 1 (Adults and their Families)
Sowo 523	Foundation Field Seminar, Section 2 (Children and their Families)
Sowo 530	Social Welfare Policy Sections, Sections 1, 2 or 3
Sowo 540	SW Practice w/Individuals, Families & Groups, Sections 1, 2, 3, or 4
Sowo 570	SW Practice w/Organizations & Communities, Sections 1, 2, 3, or 4

Please refer to the Fall 2009 course <http://sww.unc.edu/files/web/pdf/Fall09Schedule.pdf> schedule for the times and dates the courses are offered.

For information about foundation course instructors, including their vitae, research interests, and syllabi, visit <http://sww.unc.edu/about/faculty>. Once you have chosen the sections of the courses for which you wish to register you are ready to begin.

FIELD SEMINAR REGISTRATION

The population that students serve in their foundation field placement determines the field seminar section to which they are assigned. Students who anticipate being placed in an agency working primarily with *adults* and their families should register for the Monday morning section of field seminar (SOWO 523.001), and students who wish to be placed at an agency working primarily with *children* and their families should register for the Tuesday afternoon section of field seminar (SOWO 523.002). If you are uncertain of your population choice and its implications for your field placement, please contact Jean Livermore, Assistant Director of Field Education, at (919) 962-6529. If you hope to be part of the North Carolina Child Welfare Education Collaborative or hope to be placed in a child welfare agency, register for the Tuesday afternoon section of field seminar (SOWO 523.002).

Please complete your field education foundation planning guide as soon as possible, but no later than May 29, 2009. Once it has been submitted, a faculty member from the Field Education program will contact you to discuss your interests in more detail. Please note that we will make every effort to keep you in the courses for which you are registered, however some field seminar sections and/or course changes may need to be made based on the foundation field placement that is developed for you.

WHEN TO REGISTER

Early Registration runs from now until June 19. If you register during this period, you will be billed for tuition and fees. Tuition and fees must be paid or deferred by August 4. Otherwise, your early registration will be canceled and you will have to register again. Many students receive some form of financial aid. Students expecting financial aid may DEFER payment of tuition prior to the semester due date. If the University is aware that the student has applied for financial aid, there will be a message on the bottom of the front of the bill to that effect. If no message is there, the student must send in the deferment form found on the back top portion of the bill by the due date. Financial aid received in excess of cashier's office charges will be refunded to the student.

Prepayment Registration runs from June 20 to August 31. Students who register at this time will be required to pay estimated tuition and fees at the time of registration or show proof of financial aid prior to registering.

CLASS SCHEDULE

Once you register, you can immediately print your class schedule through Student Central (studentcentral.unc.edu).

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 student central. 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.

GOOD LUCK REGISTERING. If you have any questions regarding registration, please do not hesitate to call me at (919) 962-6443 or email me at bhsauer@email.unc.edu.