

UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
SCHOOL OF SOCIAL WORK

INFORMATION REGARDING FOUNDATION COURSE EXEMPTION

On rare occasions, students enter the MSW program and have already taken identical courses to those offered in the foundation year of the MSW curriculum. To prevent students from repeating content mastered in other courses, the School of Social Work 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, and grades earned for those courses must be equivalent to a “B” or better. Students interested in seeking an exemption should complete a Foundation Course Exemption Form and attach the following supplemental documents:

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
10. Interview (if requested by Foundation course faculty/Lead Teacher or Associate Dean)

Once the Foundation Course Exemption Form is received, the Associate Dean and Foundation course faculty/Lead Teacher will review the material to determine whether the requested course exemption is comparable to the foundation course. If approved, the student will be exempt from the foundation course and ***must substitute another social work course***. If the Associate Dean or the Lead Teacher considers the course to be substantially different from the foundation course objectives or to be missing any of the foundation course objectives, the request for exemption will be denied and the student must enroll in the foundation course. The decision of the Associate Dean and/or Lead Teacher is final.

Foundation Course Exemption Materials

- Foundation Course Exemption Form – http://ssw.unc.edu/students/academic/ssw.unc.edu/files/web/pdf/foundation_course_exemption_form.pdf
- Foundation Course Exemption Student Checklist – http://ssw.unc.edu/files/web/pdf/foundation_course_exemption_checklist.pdf
- Foundation Course Objectives <http://ssw.unc.edu/files/web/pdf/CourseObjectives-500-505-510-530.pdf>

Materials to exempt SoWo 500 and SoWo 530 are due in the Student Services Office by Friday, July 24, 2009. Materials to exempt SoWo 505 and SoWo 510 are due in the Student Services Office by Friday, September 25, 2009 although they can be submitted during the summer as well. Incomplete packets and forms/documents received after these dates will not be reviewed. All forms/documents must be submitted together and will be reviewed by the Lead Teachers and the Associate Dean for Academic Affairs. Decisions for SoWo 530 and SoWo 500 will be made by mid-August and students will be notified by mail. Decisions for SoWo 505 and SoWo 510 will be made by mid-October. Students who receive an exemption must register for another social work course at that time.

Please note: Students may use more than one course as their basis for an exemption. For example, a student may submit coursework from Human Behavior and the Social Environment I and II, #'s 300 and 350 as evidence for an exemption of SoWo 500, Human Development in Context: Childhood and Adolescence. In that case, the student should submit documents 1-5 listed above for *each* previously taken course with *one* transcript and *one* narrative. **If you need additional Form and Checklist documents these are available on the School web site <<http://ssw.unc.edu>>.** If you have any questions about whether your course(s) might qualify for exemption or the foundation course exemption process, please contact Beth Sauer at (919)962-6443 or bhsauer@email.unc.edu.