



**Sandra Rosenbaum  
School of Social Work**  
UNIVERSITY OF WISCONSIN-MADISON

# **Part-Time MSW Program**

## **Program Guide**

**2020 – 2021**

School of Social Work Building  
1350 University Avenue  
Madison, WI 53706

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## Table of Contents

Table of Contents.....	1
Welcome .....	3
MSW Program Mission and Goals.....	3
Program Mission.....	3
Program Goals .....	3
Professional School Behavior & Performance Expectations .....	4
Advising.....	4
Academic Advising.....	4
Common Reasons to Meet with an Academic Advisor .....	5
Professional Advising.....	5
First Things First.....	5
Activate Your Net ID.....	5
Activate Your UW-Madison E-mail Account.....	5
SWIMS (Social Work Information Management System).....	5
Register for Classes .....	6
Obtain Your University Photo ID Card .....	6
Part-Time MSW Program Curriculum.....	6
Plans of Study .....	6
Advanced Generalist Specialization Focus Areas.....	7
Field Education.....	7
Research Options .....	7
Statistics, Other Exemptions & Advance Standing.....	7
Statistics Prerequisite Requirement.....	8
Advanced Standing for BSWs .....	8
Exemptions from Generalist Courses for non-BSWs.....	9
Exemption by Examination (BSWs and Non-BSWs).....	9
Core Social Work Competencies .....	9
Grading.....	10
Satisfactory Progress Criteria .....	11

Probation Policy.....	11
Withdrawal from UW-Madison .....	11
Access and Accommodations in Instruction for Students with Disabilities .....	11
Class Locations and Parking .....	11
Professional Social Work Credentials & Continuing Education .....	12
School Communication Mechanisms .....	12
WiscList (Social Work email distribution list) .....	12
Social Media: Facebook, Twitter, Instagram, and YouTube .....	12
Student Involvement & Student Organizations.....	12
Other Information.....	13
Assistantships and Financial Aid.....	13
Graduate Assistantships.....	13
Financial Aid.....	13
Writing Center and Use of APA.....	13
Library.....	13
Campus Maps.....	14
Student Lounge.....	14
Important Dates: 2020 – 2021 .....	15
Important Phone Numbers & Email Addresses .....	15

# Welcome

Welcome to the University of Wisconsin-Madison, Sandra Rosenbaum School of Social Work's Part-Time Master of Social Work Program! We are very pleased you have chosen to join our program. The information here will help ensure a successful academic year.

Entering a graduate program has many rewards in addition to your Master of Social Work (MSW) degree. You will gain new knowledge, develop new skills, and find new friends. Confidence in yourself as a social worker will grow. After you earn your MSW degree new opportunities in your chosen profession will await you.

Graduate school will also have its challenges. Some of the most common struggles are finances, family, employment, social expectations, self-expectations, and unexpected personal or family crises. Of great concern to the School's faculty, advisors, and the staff is your awareness of the curriculum, performance in the MSW program, and general well-being. During your time in the MSW program seek out family, friends, fellow students, faculty and advisors for support and guidance.

## MSW Program Mission and Goals

### Program Mission

Guided by the core values of the social work profession and grounded in the advanced generalist practice framework, the MSW program mission is to provide social work education that will nurture competent, ethical autonomous social work professionals committed to scientific inquiry, evidence-based practice, respect for human diversity, the promotion of human and community well-being, human rights, and social, economic and environmental justice.

We aim to cultivate skilled social work professionals and social change leaders capable of creating and advancing knowledge and addressing complex pressing social problems via multimethod and multilevel approaches.

### Program Goals

Derived from the MSW program mission and context, the program goals are to:

- Provide an MSW curriculum that builds on a liberal arts base, grounded in a person-in-environment, empowerment, and strengths perspective that promotes the values, ethics, and purposes of the profession.
- Prepare students for generalist and autonomous advanced generalist practice that is transferable across diverse contexts, locations, and problems by providing knowledge, values, and skills training regarding:
  - Populations and related social problems/issues;
  - Social, health, and/or human services systems and policies;
  - Systems of oppression, privilege, and power;

- Multilevel and multimethod approaches based on scientific inquiry and best practices;
- Ethical advocacy and social, economic, and environmental justice;
- Reflective leadership;
- Research informed practice, and practice and program evaluation methods that contribute to the profession's knowledge base.
- Develop and maintain an inclusive environment that will attract, nurture, and support diversity within the School, among students, faculty, and staff.
- Cultivate and maintain partnerships with a variety of social, health and/or human service organizations to provide meaningful field experiences and supervision while respecting and contributing to their respective mission.

## **Professional School Behavior & Performance Expectations**

The MSW is an advanced professional degree. Social work professionals adhere to the [NASW Code of Ethics](#) in all aspects of practice. As persons preparing for professional practice, you will find that adherence to the Code begins now and continues throughout your educational experience here. We expect students in our School of Social Work to comply with standards through appropriate professional behavior and demeanor in classroom settings, field placement settings, and group meetings and in interactions with faculty, instructors, advisors, and staff and with each other. More information pertaining to professional and respectful behavior is found in the [Student Rights and Responsibilities](#) page.

## **Advising**

The Sandra Rosenbaum School of Social Work offers both academic and professional advising to students. Students are not assigned individual faculty advisors.

### **Academic Advising**

There are two academic advisors for all Part-Time Program students. They assist students with tracking academic requirements, understanding academic policies and procedures, and with matters students may encounter that impede academic progress. We encourage students to meet with an Academic Advisor on a regular basis:

- Latoya Kirton; Madison site; Sandra Rosenbaum School of Social Work building, 1350 University Ave, room 225. Email: [lkirton@wisc.edu](mailto:lkirton@wisc.edu); Phone: 608.263.6330;
- Mary Paulauskis; Eau Claire site; Email: [paulauskis@wisc.edu](mailto:paulauskis@wisc.edu); Phone: 608.265.5351

In-person or phone appointments can be made via the [Sandra Rosenbaum School of Social Work's Advising Appointments website](#).

## Common Reasons to Meet with an Academic Advisor

- Answer questions regarding Certification and Licensure in Wisconsin & Minnesota
- Help with course selection
- Discuss alternatives within the program
- Provide referral and support services for individual student needs
- Assist with career resources
- Guide students in the process of selecting a focus area
- Clarify School Social Work and Graduate School policies and procedures

## Professional Advising

Faculty (field faculty, focus area chairs, classroom faculty and agency supervisors) through classroom and field experiences contribute to students' professional advisement relative to knowledge and skills in areas of study or fields of practice and professional practice roles. Faculty are a great resource for careers in social work related to their fields of expertise.

## First Things First

### Activate Your Net ID

The Graduate School admissions letter directs you to [activate your Net ID](#) and to follow the steps outlined. Your 10 digit student campus ID number is provided in your Graduate School acceptance letter. The Net ID and password you create are needed to access many electronic systems in the university. If you have [problems with your Net ID and password](#), contact the DoIT Help Desk at 608.264.4357.

### Activate Your UW-Madison E-mail Account

Every student should activate a "wisc.edu" e-mail account. This is the only way advisors, faculty and other university officials will communicate with you. Please make it a habit to check your wisc.edu e-mail account daily. You must activate your NetID before you activate your email account.

- If you were enrolled in a class or completed your degree at UW-Madison in the most recent spring term, your wisc.edu email account would still be active and you do not need to create a new account.
- If you have never been a student at UW-Madison, you must wait until the last week in June 2020 for the Graduate School to grant you access to activate your student email account.

### SWIMS (Social Work Information Management System)

The checklist, sent by the advisors, directs students to submit critical documents to the School through [SWIMS](#):

- Confirmation Response Form
- NASW Code of Ethics
- School of Social Work Plagiarism Policy
- Students Rights and Responsibilities
- Duty to Disclose and Consent to Release of Information

- Exemption Declaration Form

Please be sure to follow all instructions and timelines for completing each item.

## Register for Classes

Newly admitted Generalist students enroll in early July for fall classes. After matriculation into the Graduate School, newly admitted Advanced Standing students enroll for the summer course, SW 612 Psychopathology for Generalist Social Work if not exempted. You will receive an email invitation to enroll in classes at the e-mail address you provided on your Graduate School application. Enrollment information is available on the [Office of the Registrar's website](#). Once on the Registrar's website, the "Enrollment" page will assist you in learning more about this process. In subsequent semesters this information will be found in your "[My UW](#)" Student Center.

Courses available to Part-Time MSW Program students can be viewed on curriculum guides under the heading "[Generalist Years](#)" or "[Specialized Advanced Practice Years](#)".

Part-Time MSW Program students cannot enroll in other campus graduate programs nor take courses outside the prescribed curriculum. If you intend to combine study in the Part-Time MSW Program with study in other academic programs at UW-Madison please consult a Part-Time MSW Program advisor who can assist you in transferring to a different program that will allow such activity.

## Obtain Your University Photo ID Card

To be eligible for an ID card, a student must be enrolled for classes and be able to present another form of photo identification. For more information, office hours and Madison campus locations please refer to the [Photo ID website](#). Students who do not intend to use the Madison campus facilities where an ID might be required do not need to obtain an ID card. Eau Claire site students will be given a UWEC campus log-in and password, and library card to use the McIntyre Library on that campus.

## Part-Time MSW Program Curriculum

The MSW Program curriculum is outlined in the Plans of Study below. Courses are taken sequentially. The Generalist Practice Year courses must be completed before the Advanced Generalist Specialization Year courses are taken.

### Plans of Study

**4-Year Plan:** In general, students without a Bachelor of Social Work (BSW) degree from a Council on Social Work Education (CSWE) accredited program or those whose BSW degrees are older than five years (from date of graduation to date of enrollment in the MSW Program), complete a Four-Year Plan of Study. The first two years of the program are focused on [Generalist Practice](#) and the second two years are taken in the Advanced Generalist Specialization with an area of focus.

**2-Year Plan:** Students who have earned a BSW within the past five years from a Council on Social Work Education (CSWE) accredited program complete a Two-Year Plan of Study in

the [“Advanced Generalist Specialization”](#). Students may also select one of the four areas of focus or choose to not have a focus area.

## Advanced Generalist Specialization Focus Areas

The School offers students the option to pursue an area of focus in the Advanced Generalist Specialization year of the program. They may also choose to pursue a sub-focus within their chosen focus area. More information about focus areas and sub-focus areas can be found in the Part-Time MSW Specialization Handbook (found on the [Social Work Student Resources site](#)).

## Field Education

The Sandra Rosenbaum School of Social Work’s Part-Time MSW Program offers approximately 10 field units with placements in agencies across the State as well as some in neighboring States. Field placement options in your home community are done in consultation with the Associate Director of Field.

- Field units and their associated placements run the gamut of social work venues of practice and cross a variety of system sizes and types (person, family, group, organization and community).
- Generalist students complete their field placement in Year 2 of the program.
  - Generalist students are placed in an agency for the entire academic year
  - Generalist students complete a total of 512 hours (includes placement *and* integrative seminar).
- Specialization students complete their field placement in Year 4 of the program.
  - Specialization students begin the field course the first Saturday in August. The agency placement begins in August and ends at the end of the academic year in May.
  - Specialization students complete a total of 640 hours (includes field placement and integrative seminar).

For complete details about the field program and how it operates please see the [Field Handbook](#).

## Research Options

**Independent Study (Social Work 799):** Students interested in exploring an area of research in-depth can do so in a one semester Independent Study. The independent study is supervised by a faculty member and can count as one of your electives. If you are interested in this option, please first contact an academic advisor to learn what steps are needed to set up and complete an Independent Study.

## Statistics, Other Exemptions & Advance Standing

Decisions about exemptions are made by faculty based on information provided on the Exemption Declaration Form (in SWIMs) or through passage of an exemption exam(s). When a course is evaluated as equivalent or a student passes an exemption exam, the student receives the exemption which means you do not need to take the course, nor do you have to “make up” the credits.

## Statistics Prerequisite Requirement

Incoming MSWs are required to have completed an approved statistics course before starting the program in the fall. To be approved for exemption the stats course should meet the following criteria:

- Course topics that must be covered: distributions, measures of central tendency, dispersion and shape, the normal distribution, experiments to compare means, standard errors, confidence intervals, effects of departure from assumptions, method of least squares, regression, correlation assumptions and limitations, basic ideas of experimental design.
- The statistics course must have been completed within the past five years (from academic year of graduation to academic year of enrollment in our MSW Program).
- A grade of C or better is required (no C- or CD).

A syllabus from the semester you took the statistics course should accompany the Exemption Declaration Form (found in SWIMS) unless your course is listed on the Social Work/Social Welfare Course Equivalencies. If you have not yet completed the stats prerequisite, we are offering SW 673 Statistics for Social Work in our [“Summer Bridge”](#) semester on the Madison campus. If you are based at the Eau Claire site, please consult with an advisor regarding your options.

## Advanced Standing for BSWs

If you have a BSW from a CSWE (Council on Social Work Education) accredited School of Social Work, you may qualify for “Advanced Standing” in our MSW Program. Follow the instructions and the information found with the Exemption Declaration Form found in SWIMS.

Advanced Standing status is given to incoming MSW students based on their having earned a BSW within the past five years (from date of graduation to date of enrollment in the MSW Program) from a CSWE accredited program. In addition, BSW students must have earned grades of B (B- or BC not accepted) or better in their comparable generalist courses. Full advanced standing means that the incoming MSW student has exempted out of all generalist year courses (first two years of the Part-Time Program). Note: If you are an Advanced Generalist practice student who does not have full advanced standing (exempt from all year one and year two generalist foundation courses), please talk with an academic advisor as soon as possible to learn about your options.

SW 612 Psychopathology for Generalist Social Work is a newly required generalist course at UW- Madison. Most BSW programs do not yet offer such a course. Incoming Advanced Standing students who have not had an equivalent course within their BSW program and received a grade of B or better, will start the MSW program summer semester 2020. This 2-credit course will be offered online beginning June 22, 2020 and continue through to August 16, 2020. If you believe you have taken an equivalent course, please indicate the course on your Exemption Form and submit the course syllabus for review.

For more information on this and other Summer Bridge Term courses see [our website](#).

## Exemptions from Generalist Courses for non-BSWs

- Exemptions out of generalist year courses for non-BSW students **may** be given to students who have completed one or more comparable generalist course(s) in an accredited BSW program with a grade of B or better (no older than 5 years from academic year of graduation to academic year of enrollment in our MSW Program).
- Students with a Social Welfare major from UW-Madison Sandra Rosenbaum School of Social Work (no older than 5 years from academic year of graduation to academic year of enrollment in our MSW Program) who obtained a grade of B or better in one or all of the following courses: 205, 206, 457, 640, 650, will exempt from those courses without examination.
- Exemptions out of generalist year courses for non-BSW students **may** be given to students who have completed one or more comparable generalist course(s) in an a Social Science program with a grade of B or better.

## Exemption by Examination (BSWs and Non-BSWs)

[Exemption exams](#) are taken by:

- Students whose BSW is more than 5 years old from (from academic year of graduation to academic year of enrollment in our MSW Program)
- UW-Madison Social Welfare majors whose graduation date is more than 5 years old (from academic year of graduation to academic year of enrollment in our MSW Program)
- Students who did not attain a grade of “B” or better in their social work courses or did not attain a grade of “C” or better in statistics.

## Core Social Work Competencies

The aims of the curriculum are to prepare MSWs as autonomous practitioners with the ability to integrate social work knowledge, skills, values, and affective and cognitive processes that promote well-being at the individual, family, group, organization and community level. To achieve these aims, the curriculum is built around nine core competencies listed below:

1. Demonstrate Ethical and Professional Behavior
2. Engage Diversity and Difference in Practice
3. Advance Human Rights and Social, Economic, and Environmental Justice
4. Engage in Practice-Informed Research and Research-Informed Practice
5. Engage in Policy Practice
6. Engage with Individuals, Families, Groups, Organizations and Communities
7. Assess Individuals, Families, Groups, Organizations and Communities
8. Intervene with Individuals, Families, Groups, Organizations and Communities
9. Evaluate Practice with Individuals, Families, Groups, Organizations and

## Communities

### Grading

Below is a grading scale used by many social work instructors for classroom courses. Field courses use a similar scale.

#### Points Grade Criteria

94-100	A	Outstanding, surpasses requirements in all areas
88-93	A/B	Surpasses requirements in many areas
82-87	B	Meets requirements in all areas
76-81	B/C	Meets requirements in some areas, below in others
70-75	C	Below requirements in most areas, not acceptable Graduate work
64-69	D	Below requirements in all areas, not acceptable Graduate work
<=63	F	Fails to meet minimal requirements in all areas, not acceptable graduate work

Other grades but excluded from the [GPA calculation](#) are grades of:

- S or U (Satisfactory or Unsatisfactory) in courses taken on the Pass/Fail basis
- Cr or N (Credit or No Credit) in courses offered on a Credit/No Credit basis
- DR (Dropped), indicates the course was dropped.
- I (IN for Cr/N Courses) (Incomplete), a temporary grade used when work is not completed during a term.
- EI (Extended Incomplete), a temporary grade for an extended time limit to remove an Incomplete.
- PI (Permanent Incomplete), a permanent grade replacing an Incomplete incurred in a student's last semester in residence and not removed within five years.
- NR (No Report), indicates that a grade was not submitted by the instructor. Has no net effect on GPA.
- NW (No Work)... "should be used for students who enroll in a course and then never attend. 'No Work' in this context means that the instructor has no evidence that the student ever attended, in that no course work was ever submitted. Any student who does attend for part of the semester, and then stops participating should be given a grade of 'F' unless there are grounds for assignment of a grade of 'I'(Incomplete)."
- P (Progress), a temporary grade used for courses extending beyond one term. The final grade determines the grade for each term and replaces P grades for the course.
- Q (Question on Credits), a temporary grade used during grade reporting to indicate a credit problem. A Q grade may be represented on a grade report as "?."
- W (Withdrew) indicates the student withdrew from the University while enrolled in the course.
- Audited courses, denoted as such by 'AU' in place of a number of credits, are graded either S (Satisfactory) or NR (No Report).

## **Satisfactory Progress Criteria**

Overall Graduate GPA requirement is 3.00.

Grades of C are accepted only if they are offset by an equal number of credits of A. Students who receive more than two grades of C or a grade of D or F will be dropped from the MSW Program. Candidates who receive a grade of C in the Field and Integrative Seminar courses may continue only with permission of the faculty and may not offset the grade with a grade of A. (This policy does not apply to grades received for courses taken to meet the Statistic prerequisite while in the program). Refer to the [Field Education Handbook](#) for more details about grades in Field.

## **Probation Policy**

In any give semester in which the GPA falls below 3.0 the Graduate School will place you on probation. The Graduate School regularly reviews the record of any student who earned grades of BC, C, D, F, or Incomplete in a graduate course (300 or above), or grade of U in research credits. This review could result in academic probation with a hold on future enrollment or in being suspended from the Graduate School.

## **Withdrawal from UW-Madison**

Students may need to [withdraw](#) from the program for a variety of reasons. Withdrawal indicates that a student intends to stop attending classes for the current semester. Submission of a withdrawal request in MyUW Student Center is required between the first and last day of the semester, when a student wishes to drop all classes in which he or she is enrolled for the current semester. The electronic withdrawal process will not require submission of a signed paper form. Instead, students will submit withdrawal requests via MyUW Student Center, and the requests are then routed electronically to the Graduate School for review. Approval from the Graduate School is required before a graduate student is formally withdrawn from the semester.

Students who withdraw from the Part-Time MSW program without having completed at least six (6) credits must reapply for admission to the program. If you are considering withdrawal, please contact an academic advisor.

## **Access and Accommodations in Instruction for Students with Disabilities**

The University of Wisconsin-Madison and the Sandra Rosenbaum School of Social Work are committed to providing an accessible, accommodating and supportive teaching and learning environment. The University has programs, resources and policies designed to assist students with disabilities to be successful in their education. McBurney Disability Resource Center is very helpful. Please start by contacting an academic advisor.

## **Class Locations and Parking**

Classes at the Eau Claire site will generally be held at the Human Sciences and Services (HSS) building at 239 Water Street. Parking is available in the lot adjacent to the building and is free on Saturdays.

During each semester, classes at the Madison site can be impacted by “Football Saturdays” and other events held on weekends on the UW-Madison campus. Students attending class at the Madison site will have to pay special attention to information emailed periodically regarding events and plan accordingly when driving to class. Parking lots #17, #20, and #25 are the closest campus lots to the Sandra Rosenbaum School of Social Work building. Students may also wish to park in a Park & Ride lot away from campus and take the city bus into campus (see the [City of Madison Metro website](#)). Your Wiscard will allow you to obtain a bus pass for each semester you are enrolled giving you free access to the buses for most routes. See the [UW transportation website](#) for more information.

## **Professional Social Work Credentials & Continuing Education**

Social Workers are not credentialed in the same way in every state and/or the same way in specific areas of practice such as School Social Work. In Wisconsin “certification” is a legal status required to use the title “Social Worker,” and “licensure” is necessary to practice clinical and school social work. To learn more about the requirements for these processes as well as requirements for continuing education post-degree, please review information on the [Social Work Certification and Licensure website](#).

Those interested in State certification and licensure will also want to review the information found in Appendix I of the [Specialization Handbook](#). Those interested in licensure as a School Social Worker in Wisconsin will want to review the information in Appendix II of the Specialization Handbook.

For information about license requirements in other states visit the [Association of Social Work Boards \(ASWB\) website](#). Look for the topic “Moving to another state for province” link to links for every state’s requirements. For school social work requirements you’ll want to consult with the individual state’s department of education websites.

## **School Communication Mechanisms**

### **Wisclist (Social Work email distribution list)**

We have established a list-serve for our social work students in the MSW programs. The purpose of this email distribution list is to disseminate information to the social work community (students, faculty, staff and others) about job openings, seminars and other events of interest.

### **Social Media: Facebook, Twitter, Instagram, and YouTube**

Connect with the Sandra Rosenbaum School of Social Work on [Facebook](#), [Instagram](#) and [Twitter](#) for news, announcements, and updates. Watch lectures, workshops, and clips about social work on the Sandra Rosenbaum School of Social Work’s [YouTube channel](#).

## **Student Involvement & Student Organizations**

Sandra Rosenbaum School of Social Work students are invited to join social work or UW-Madison student organizations, organize their own student organizations (visit the [Center for Leadership and Involvement](#) for more information), and to join standing committees of

the Sandra Rosenbaum School of Social Work. More information about active social work student organizations can be found on the [School's Student Involvement page](#), along with information about Sandra Rosenbaum School of Social Work committees and how to get involved.

Students at both sites are welcome to participate in student organizations. Please speak to your academic advisor for more information on how to access these meetings remotely.

## Other Information

### Assistantships and Financial Aid

#### Graduate Assistantships

Students enrolled in the Part-Time MSW Program are not permitted to accept teaching assistantships, project assistantships, research assistantships or other appointments that would result in a tuition waiver.

#### Financial Aid

Contact the UW-Madison [Financial Aid Office](#) for information on financial aid and how to apply. A Part-Time MSW student must carry a minimum of four (4) credits and no more than seven (7) credits during fall and spring semesters in order to be eligible to apply for aid. For the summer semester, the minimum is calculated depending on course load and how many weeks a course is held. You are encouraged to consider your entire academic credit load for a full year when considering a financial aid award. If you are a veteran or a spouse or child of a veteran, please contact the [Veterans' Services](#) for information on benefits as a Part-Time MSW student.

### Writing Center and Use of APA

The [Writing Center](#) is a valuable resource for students. The Center in Madison offers many of their supportive services electronically, so it is a resource for students no matter where you live. In addition, the UW-Madison Part-Time MSW classes require that all students use the [American Psychological Association's \(APA\) style](#) for writing and formatting their papers. Many of the courses in the Part-Time MSW program are completed in only seven (7) weeks. Please allow enough time for the Writing Center to review your submitted work.

### Library

The Virginia Franks Memorial Library, more informally known as the [Social Work Library](#), is located in Room 236 of the Sandra Rosenbaum School of Social Work and is part of the UW-Madison General Library System. The library has approximately 27,000 book titles and 85 current journal subscriptions. A reference section contains handbooks, dictionaries, and encyclopedias, including the *Encyclopedia of Social Work*. In addition, a special collection of approximately 350 commercial videos, DVDs, and reserved materials for your courses are available to library patrons. The library is equipped with eight computer workstations, a high-speed scanner, two copiers, and several study spaces. A valid student ID is required to check out library materials including laptops. You are encouraged to use this library routinely. The librarians are always willing to assist you with locating materials,

etc. The hours of the library vary each semester so please routinely consult the website to confirm [library hours](#). Students who do not live near the UW-Madison campus have access to the Social Work Library via the internet. An inter-campus library loan program is available to all students whether you reside in Wisconsin or a neighboring state. Your UW-Madison campus ID will provide access and check out opportunities at any UW system library across the state of Wisconsin.

## **Campus Maps**

[Madison campus map](#)

[Eau Claire campus map](#)

## **Student Lounge**

Student attending classes at the Madison site can use the Student Lounge, room 201, on the second floor of the Sandra Rosenbaum School of Social Work. There you will find vending machines, a microwave and a refrigerator available for your use.

Students attending classes at the Eau Claire site can use the Student Lounge, room 263, on the second floor in the BSW office. There you will find a refrigerator and microwave available for your use.

## Important Dates: 2020 – 2021

**MANDATORY** New Student Orientation– Wisconsin Institute for Discovery on the UW Madison campus: Friday, August 28, 2020

**MANDATORY** Justice, Equity, Diversity and Inclusion (JEDI) Training– Wisconsin Institute for Discovery on the UW Madison campus: Saturday, August 29, 2020

**Classes begin:** Saturday, September 5, 2020

**Labor Day Holiday:** Monday, September 7, 2020

## Important Phone Numbers & Email Addresses

*Part-Time MSW Program office is open Tuesday – Saturday*

Part-Time Program Main Office-Madison site	(608) 263-3576
Director (Angela Willits: <a href="mailto:awillits@wisc.edu">awillits@wisc.edu</a> )	(608) 262-4630
Eau Claire Site Director (Michelle Helmer: <a href="mailto:helmer2@wisc.edu">helmer2@wisc.edu</a> )	(715) 836-5365
Program Coordinator (Stephanie Van Pay: <a href="mailto:srvanpay@wisc.edu">srvanpay@wisc.edu</a> )	(608) 265-4569
Associate Director of Field (Amanda Ngola: <a href="mailto:amanda.ngola@wisc.edu">amanda.ngola@wisc.edu</a> )	(608) 265-4570
Academic Advisor-Madison site (Latoya Kirton: <a href="mailto:lkirton@wisc.edu">lkirton@wisc.edu</a> )	(608) 263-6330
Academic Advisor-Eau Claire site (Mary Paulauskis: <a href="mailto:paulauskis@wisc.edu">paulauskis@wisc.edu</a> )	(608) 265-5351
Office Manager-Eau Claire site (Nicole Kruschke: <a href="mailto:nkruschke@wisc.edu">nkruschke@wisc.edu</a> )	(715) 836-2777
Office Manager-Madison site (Mackenzie Otterson: <a href="mailto:motterson@wisc.edu">motterson@wisc.edu</a> )	(608) 263-3576
Virginia Franks Memorial Library-Madison	(608) 263-3840
University Financial Aid Office	(608) 262-3060
University Graduate School	(608) 262-2433
Enrollment Helpline ( <a href="mailto:help@doit.wisc.edu">help@doit.wisc.edu</a> )	(608) 264-4357