



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

Part-Time MSW Program

Program Guide

2023 – 2024

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

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Welcome

Welcome to the University of Wisconsin-Madison Sandra Rosenbaum School of Social Work's Part-Time Master of Social Work Program! We are 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, school/family balance, employment, social expectations, self-expectations, and unexpected personal or family crises. Of great concern to the School's faculty, advisors and 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 about professional and respectful behavior is found on 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 is a specific academic advisor for Part-Time Program students who assists students with tracking academic requirements, understanding academic policies and procedures, and with other issues students may encounter that impede academic progress. We encourage students to meet with your Academic Advisor on a regularly:

Anna Gorman; School of Social Work Building room 225. Email: anna.gorman@wisc.edu.

Appointments can be made via the [Advising Appointments website](#).

Common Reasons to Meet with an Academic Advisor

- Receive information regarding Certification and Licensure
- Confer with course selection
- Discuss alternatives within the program

- Receive referral and support services for information
- Assist with career resources
- Process of selecting a focus area
- Receive clarification of 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 and the Sandra Rosenbaum School of Social Work require you to activate your Net ID. You will need your 10-digit student campus ID number is provided in your Graduate School acceptance letter. The Net ID and password are needed to access many campus applications and services, including "MyUW," Web Enrollment, and Office 365 for email. For assistance with activating your Net ID go to the [UW Knowledge Base \(Net ID – Activating your account\)](#) or contact the DoIT Help Desk (608.264.4357 or help@doit.wisc.edu).

NOTE: You need to activate your Net ID before you activate your email account.

Activate Your UW-Madison E-mail Account

The UW issues a free email account for use throughout the time a student is enrolled for classes at the University. The UW email account is the mechanism for formal communication between university faculty and staff with students. If you are a new student at the University of Wisconsin-Madison, you set up your email account after enrolling in courses.

You activate your account from the My NetID link in [MyUW](#). More information can be found on the [UW Knowledge Base \(NetID – Modifying your account\)](#).

NOTE: 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.

SWIMS (Social Work Information Management System)

The admissions letter and checklist, sent by your advisor, 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](#).

The 2023-24 academic year courses available to Part-Time MSW Program students can be viewed on curriculum guides located in the appendix of this guide.

Part-Time MSW Program students cannot enroll in other campus graduate programs. All MSW requirements must be met by taking courses in the Part-Time MSW Program. You must consult with an advisor before taking any coursework outside of the Part-Time MSW Program.

Obtain Your Wiscard (UW-Madison Photo ID Card)

Wiscard is your official UW-Madison identification card and you obtain it at the [Wiscard Office](#). It provides access to libraries, recreation facilities and other campus services. It is also a campus-wide debit card program, which turns your University ID into a debit card.

To be eligible for an ID card, a student must be enrolled in classes and be able to present another form of photo identification. 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.

Part-Time MSW Program Curriculum

The MSW Program curriculum is outlined in the Plans of Study. Courses are taken sequentially. The Generalist Practice courses must be completed before the Advanced Generalist Specialization 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 on our [Student Resources website](#).

Field Education

The Part-Time MSW Program offers approximately 3 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.

- Generalist students complete their field placement in Year 2 of the program.
 - Students are placed in an agency for the entire academic year
 - Students complete a total of 512 hours (includes placement *and* integrative seminar).
- Advanced Practice Specialization students complete their field placement in Year 4 of the program.
 - Students are placed in an agency for the entire academic year
 - 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 on our [Student Resources website](#).

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.

How much time should I expect to allot for classes and studying each week?

The [U.S. Department of Education regulations](#) include a federal definition of a credit hour. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than: One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for

one semester.

[UW-Madison's Policy on the Credit Hours:](#)

2 credit course: 2 hours in class + 4 hours outside classroom work = a minimum of 6 hours total academic work per week

3 credit course: 3 hours in class + 6 hours outside classroom work = a minimum of 9 hours academic work per week

Students in field should refer to the [Field Program FAQs](#) for information on how much time is spent in field placement during field years.

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. Students without a BSW from UW-Madison must demonstrate that they have completed an appropriate equivalent course that meet the criteria outlined on the [MSW Application Prerequisites](#) page. This is not required for UW-Madison graduates with an eligible BSW. Those required to demonstrate they have met the statistics requirement, you must complete the Course Exemption Form available via [SWIMS](#). For more information about BSW eligibility criteria, please visit the [Exemption Process](#) page. If you have not yet completed the stats prerequisite, we are offering SW 705 Basic Statistics for Social Work in the [Summer Bridge](#) term.

Advanced Standing for BSWs

If you have a BSW from a Council on Social Work Education (CSWE) accredited school of social work within the past five years (from academic year of graduation to academic year of enrollment in our MSW program), you qualify for “Advanced Standing” in our MSW Program. Follow the instructions and the information found with the Course Exemption Form found in [SWIMS](#).

Advanced Standing means that the incoming MSW student has exempted out of all Generalist Practice (1st year) courses EXCEPT for SW 612 Psychopathology in Generalist Practice. Students may exempt out of SW 612 using the Exemption by Course Review or Exemption Exam process or will need to take the course.

Exemption by Course Review and Exemption Exam

Please review the [Exemption Process](#) page on our website for detailed information about available exemption options and criteria.

Summer Bridge Term

If you:

- Have not taken a generalist course in psychopathology; OR,
- You have not taken or completed an approved Statistics course with a passing grade.

Then, you should take these courses in the [Summer Bridge Term](#)

- Psychopathology for Generalist Social Work Practice (SW612)
- Basic Statistics for Social Work (SW705)

Core Social Work Competencies

The curriculum aims 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 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 given 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.

Career Development Resources

The Sandra Rosenbaum School of Social Work often provides to our MSW program students opportunities to prepare for the professional work environment.

Faculty, instructors, former students, and community practitioners present on topics drawn from recent research, new practice techniques, certification and licensing requirements, and preparing for a career in social work. Instruction may be delivered via lecture, seminar, workshop, mentoring, and book/journal article discussion.

Examples of previous offerings:

- Wisconsin Certification /Licensure: Beginning the Process

- Joining Professional Social Work Membership Organizations: The Benefits to Students as They Transition from Student to Social Worker
- Mindfulness: Self Awareness & Self Care in Social Work
- Workshop on Community Organizing

Watch past recordings on the Sandra Rosenbaum School of Social Work's [YouTube channel](#). A YouTube account is not necessary to view content. The account is moderated by the Sandra Rosenbaum School of Social Work.

Students are encouraged to meet individually with an advisor or faculty in their areas of expertise to discuss career related issues. The [College of L&S SuccessWorks](#) office provides Career Advising for undergraduate and graduate students. In addition, [the Writing Center](#) is available to assist graduate students with cover letters and resumes in individual sessions and workshops. The Graduate School also sponsors [professional development events](#). In addition, the [Morgridge Center for Public Service](#) offers a Public Service Fair twice a year, which provides students the opportunity to connect with local, state and national nonprofit agencies.

Class Locations and Parking

During each semester classes can be impacted by “Football Saturdays” and other events held on weekends on the UW-Madison campus. Students attending class 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 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 or province” for more information about another state’s requirements. For school social work requirements, consult with the individual state’s department of education websites.

Reporting Bias or Hate

The University of Wisconsin-Madison is committed to creating a safe and supportive environment for all people. The institution values a diverse community where all members are able to fully participate in the Wisconsin Experience. As [Chapter 17 of the UW System code](#) states, the university can accomplish its educational mission only if living and learning environments are safe and free from violence, harassment and intimidation.

Incidents of bias or hate affecting a person or group negatively impact the quality of the Wisconsin Experience for community members. UW-Madison takes such incidents seriously and will respond appropriately to reported or observed incidents of bias or hate.

Report incidents of bias or hate through the Dean of Students' [Report Bias or Hate](#) website.

School Communication Mechanisms

Goggle Group (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 School on [Facebook](#), [Instagram](#) and [Twitter](#) for news, announcements, and updates. Watch lectures, workshops, and clips about social work on our [YouTube channel](#).

Student Involvement & Student Organizations

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 School's committees and how to get involved.

Students 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

Per university policy, 131 students (which includes the Part-Time Program) are permitted to hold TA/RA/PA positions (including those above 33%) but will not receive the tuition remission that is typically part of the compensation package for a graduate assistantship.

Financial Aid

Contact the UW-Madison [Office of Student Financial Aid](#) 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 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. Students should make sure they have enough financial aid to cover summer classes. We strongly recommend students talk to the Office of Student Financial Aid to create a financial aid plan that will meet your needs. 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. 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 School of Social Work and is part of the UW-Madison General Library System. The library has approximately 28,000 book titles. In addition, a special collection of approximately 350 commercial videos, DVDs, and reserved materials for your courses are available to library patrons. Library staff purchase and maintain many electronic resources including ebooks, ejournal titles, the Social Work Abstracts database, and the online Encyclopedia of Social Work. The library is equipped with ten computer workstations, printers, a desktop scanner, a copier, and a variety of 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. Please consult [the website](#) to confirm library hours. All local and distant students have access to electronic library resources via the [main library website](#). Interlibrary loan is available to all students whether you reside in Madison or more distant locations. Your UW-Madison campus ID is used to check out materials at any UW system library across the state of Wisconsin.

Campus Map

[Madison campus map](#)

Student Lounge

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

Important Dates: 2023 – 2024

Fall 2023:

Week of class	Fall Semester Dates	In-person sessions meet	ODD/EVEN blended course in-person
Week 1	Wednesday, Sept. 6 - Sunday, Sept. 10	Saturday 9/9	ODD
Week 2	Monday, Sept. 11 - Sunday, Sept. 17	Saturday 9/16	EVEN
Week 3	Monday, Sept. 18 - Sunday, Sept. 24	Saturday 9/23	ODD
Week 4	Monday, Sept. 25 - Sunday, Oct. 1	Saturday 9/30	EVEN
Week 5	Monday, Oct. 2 - Sunday, Oct. 8	Saturday 10/7	ODD
Week 6	Monday, Oct. 9 - Sunday, Oct. 15	Saturday 10/14	EVEN
Week 7	Monday, Oct. 16 - Sunday, Oct. 22	Saturday 10/21	ODD
Week 8	Monday, Oct. 23 - Sunday, Oct. 29	Saturday 10/28	EVEN
Week 9	Monday, Oct. 30 - Sunday, Nov. 5	Saturday 11/4	ODD
Week 10	Monday, Nov. 6 - Sunday, Nov. 12	Saturday 11/11	EVEN
Week 11	Monday, Nov. 13 - Sunday, Nov. 19	Saturday 11/18	ODD
<i>week off for Thanksgiving</i>	<i>Monday, Nov. 20 - Sunday, Nov. 26</i>	<i>Saturday 11/25</i>	<i>n/a</i>
Week 12	Monday, Nov. 27 - Sunday, Dec. 3	Saturday 12/2	EVEN
Week 13	Monday, Dec. 4 - Sunday, Dec. 10	Saturday 12/9	ODD
Week 14	Monday, Dec. 11 - Sunday, Dec. 17	Saturday 12/16	EVEN

Spring 2024:

Week of class	Spring Semester Dates	In-person sessions meet	ODD/EVEN hybrid course in-person
Week 1	Tuesday, Jan. 23 - Sunday, Jan. 28	Saturday 1/27	ODD
Week 2	Monday, Jan. 29 - Sunday, Feb. 4	Saturday 2/3	EVEN
Week 3	Monday, Feb. 5 - Sunday, Feb. 11	Saturday 2/10	ODD
Week 4	Monday, Feb. 12 - Sunday, Feb. 18	Saturday 2/17	EVEN
Week 5	Monday, Feb. 19 - Sunday, Feb. 25	Saturday 2/24	ODD
Week 6	Monday, Feb. 26 - Sunday, March 3	Saturday 3/2	EVEN
Week 7	Monday, March 4 - Sunday, March 10	Saturday 3/9	ODD
Week 8	Monday, March 11 - Sunday, March 17	Saturday 3/16	EVEN
<i>off for Spring Recess</i>	<i>Monday, March 18 - Sunday, March 24</i>	<i>Saturday 3/23</i>	<i>n/a</i>
Week 9	Monday, March 25 - Sunday, March 31	Saturday 3/30	ODD
Week 10	Monday, April 1 - Sunday, April 7	Saturday 4/6	EVEN
Week 11	Monday, April 8 - Sunday, April 14	Saturday 4/13	ODD
Week 12	Monday, April 15 - Sunday, April 21	Saturday 4/20	EVEN
Week 13	Monday, April 22 - Sunday, April 28	Saturday 4/27	ODD
Week 14	Monday, April 29 - Sunday, May 5	Saturday 5/4	EVEN

Important Phone Numbers & Email Addresses

Part-Time MSW Program office is open Tuesday – Saturday

Part-Time Program Main Office.....	(608) 263-3576
Director (Angela Willits: awillits@wisc.edu).....	(608) 262-4630
Associate Director of Field (Amanda Ngola: amanda.ngola@wisc.edu).....	(608) 265-4570
Senior Program Coordinator (Stephanie Van Pay: srvanpay@wisc.edu).....	(608) 265-4569
Academic Advisor (Anna Gorman: anna.gorman@wisc.edu).....	(608) 263-6330
Social Work Virginia Franks Memorial Library.....	(608) 263-3840
University Financial Aid Office.....	(608) 262-3060
University Graduate School.....	(608) 262-2433
Enrollment Helpline (help@doit.wisc.edu).....	(608) 264-4357

Appendix A: Generalist Year One Course Offerings 2023-24

2023 - 24 Plan of Study - Year 1*

Generalist Foundation Courses					
YEAR ONE	Fall 2023: September 6th - December 16th (No class Nov. 25th)	Semester Break	Spring 2024: January 23rd - May 4th (No class March 23rd)	Break	Summer 2024: Dates TBD
	SW 605 (2 credits) Field of Social Work ONLINE		SW 711 (2 credits) Human Behavior and the Environment ONLINE		SW 650 (3 credits) Methods of Social Work Research ONLINE <i>Synchronous and Asynchronous options available</i>
	SW 606 (2 credits) Social Policy 9:00am - 11:00am BLENDED ODD		SW 710 (2 credits) Diversity, Oppression and Social Justice in Social Work 9:00am - 11:00am BLENDED ODD		

*Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.17.23 SVP

Blended courses meet in person on ODD weeks of the semester (week 1, 3, 5, etc) and online (remote or asynchronous) on even weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

Appendix B: Generalist Year Two Course Offerings 2023-24

2023 - 24 Plan of Study - Year 2*

Generalist Foundation Practice Sequence Courses					
	Fall 2023: September 6th - December 16th (No class Nov. 25th)		Spring 2024: January 23rd - May 4th (No class March 23rd)		Summer 2024: Dates TBD
Year TWO	SW 400 (4 credits) Field Practice and Integrative Seminar I** 9:00am - 11:30am BLENDED ODD	Semester Break	SW 401 (4 credits) Field Practice and Integrative Seminar II** 9:00am - 11:30am BLENDED ODD	Break	SW 612 (2 credits) Psychopathology in Social Work Generalist Practice
	SW 441 (3 credits) Generalist Practice with Individuals, Families and Groups 12:00pm - 3:00pm BLENDED ODD		SW 442 (2 credits) Generalist Practice with Communities and Organizations 12:00pm - 2:00pm BLENDED ODD		ONLINE <i>Synchronous and Asynchronous options available</i>
512 total field hours**	256 field hours - includes Seminar I class time		256 field hours - includes Seminar II class time		

*Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.15.23 SVP

**Total field hours (includes both field placement hours and seminar hours) = 512 hours. Field hours are individualized. See Field Handbook. Blended courses meet in person on ODD weeks of the semester (week 1, 3, 5, etc) and online (remote or asynchronous) on even weeks. Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

Appendix C: Advanced Generalist Year 3 Course Offerings 2023-24

2023 - 24 Plan of Study - Focus on Mental Health Year 3***

Advanced Generalist Specialization Courses**					
	Fall 2023: September 6th - December 16th (No class Nov. 25th)		Spring 2024: January 23rd - May 4th (No class March 23rd) ELECTIVES*		
Year THREE (Year ONE for Advanced Standing Students)	SW 836 (2 credits) Mental Health Policies and Services ONLINE	Semester Break	SW 644 (3 credits) Issues in Developmental Disabilities ONLINE		
	SW 835 (2 credits) Advanced Practice in Mental Health 9:00am - 11:00am BLENDED EVEN		SW 646 (2 credits) Child Abuse and Neglect ONLINE		
	ELECTIVE:		SW 656 (2 credits) Family Practice in Foster and Kinship Care ONLINE		
	SW 644 (3 credits) Issues in Developmental Disabilities ONLINE		SW 842 (2 credits) Consultation and Supervision in Social Work 9am-11am BLENDED EVEN		
			Substance use disorders sub-focus requirement: SW 929 (2 credits) Social Work & Substance Use Disorders 9am-11am BLENDED EVEN	Break	SW 742 (2 credits) Assessing and Treating Children and Adolescents 11:30am - 1:30pm BLENDED EVEN
			Health & Aging sub-focus requirement: SW 874 (2 credits) Aging and Health Practice 12:00am - 2:00pm BLENDED EVEN		SW 712 (3 credits) Psychopathology for SW Practice in Mental Health ONLINE
					SW 375 (2 credits) Self-Care: The Art and Science of Cultivating Resilience ONLINE
			SW 825 (2 credits) Grief, Death, Loss, and Life ONLINE		

**Need a total of 3 electives. When considering your choice of electives, students should meet with an academic advisor.

02.17.23 SVP

***The advanced curriculum (Years III and IV) require a minimum of 23 credits to graduate.

***Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

Blended courses meet in person on EVEN weeks of the semester (week 2, 4, 5, etc) and online (remote or asynchronous) on odd weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

2023 - 24 Plan of Study - Focus on Children, Youth and Family Welfare Year 3****

Advanced Generalist Specialization Courses**					
Year THREE (Year ONE for Advanced Standing Students)	Fall 2023: September 6th - December 16th (No class Nov. 25th)	Semester Break	Spring 2024: January 23rd - May 4th (No class March 23rd) ELECTIVES*	Break	Summer 2024: Dates TBD
	SW 920 (2 credits) Child, Youth & Family Policies and Services ONLINE		<u>Schools SW requirement:</u> SW 644 (3 credits) Issues in Developmental Disabilities ONLINE		ELECTIVES: SW 712 (3 credits) Psychopathology for SW Practice in Mental Health ONLINE
	SW 741 (2 credits) Interventions with Children, Youth and Families 9:00am - 11:00am BLENDED EVEN		<u>School SW & Child Welfare/IV-E requirement:</u> SW 646 (2 credits) Child Abuse and Neglect ONLINE		SW 375 (2 credits) Self-Care: The Art and Science of Cultivating Resilience ONLINE
	ELECTIVE:		<u>Child welfare/IV-E requirement:</u> SW 656 (2 credits) Family Practice in Foster and Kinship Care ONLINE		SW 825 (2 credits) Grief, Death, Loss, and Life ONLINE
	SW 644 (3 credits) Issues in Developmental Disabilities ONLINE		<u>Child welfare/IV-E requirement:</u> SW 842 (2 credits) Consultation and Supervision in Social Work 9am-11am BLENDED EVEN		
			SW 929 (2 credits) Social Work and Substance Use Disorders 9am-11am BLENDED EVEN		
			SW 742 (2 credits) Assessing and Treating Children & Adolescents 11:30am - 1:30pm BLENDED EVEN		
			<u>Health & Aging sub-focus requirement:</u> SW 874 (2 credits) Aging and Health Practice 12:00am - 2:00pm BLENDED EVEN		

**Need a total of 3 electives. When considering your choice of electives, students should meet with an academic advisor.

***The advanced curriculum (Years III and IV) require a minimum of 23 credits to graduate.

***Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.17.23 SVP

Blended courses meet in person on EVEN weeks of the semester (week 2, 4, 5, etc) and online (remote or asynchronous) on odd weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

Appendix D: Advanced Generalist Year 4 Course Offerings 2023-24

2023-24 Plan of Study - Focus on Mental Health Year 4****

Advanced Generalist Specialization Practice Sequence Courses**				
Year FOUR (YEAR TWO for Advanced Standing Students)	Fall 2023: September 6th - December 16th (No class Nov. 25th)	Semester Break	Spring 2024: January 23rd - May 4th (No class March 23rd)	Master of Social Work Degree Awarded
	SW 800 (5-6 credits)* Field Practice and Integrative Seminar III 9:00am - 11:30am BLENDED EVEN		SW 801 (5-6 credits)* Field Practice and Integrative Seminar IV 9:00am - 11:30am BLENDED EVEN	
	SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN		SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN	
SW 870 (2 credits) <i>ELECTIVE</i> Cognitive and Behavioral Mental Health Treatments for Adults 12:00pm - 2:00pm BLENDED EVEN 320 field hours - includes Seminar III class	 320 field hours - includes Seminar IV class			
640 total field hours**				

*SW 800/801 should equal a total of 11 credits. Choose which semester you will take 6 credits and which you will take 5 credits. It is recommended to take SW 840 the semester you plan to take 5 credits of field. See academic advisor for more information.

**Total field hours (includes both field placement hours and seminar hours) = 640 hours. Field hours are individualized. See Field Handbook.

*** The advanced curriculum (Years III and IV) requires a minimum of 23 credits to graduate.

****Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.15.23 SVP

Blended courses meet in person on EVEN weeks of the semester (week 2, 4, 5, etc) and online (remote or asynchronous) on odd weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

2023 - 24 Plan of Study - Focus on Children, Youth and Family Welfare Year 4****

Advanced Generalist Specialization Practice Sequence Courses***				
Year FOUR (YEAR TWO for Advanced Standing Students)	Fall 2023: September 6th - December 16th (No class Nov. 25th)	Semester Break	Spring 2024: January 23rd - May 4th (No class March 23rd)	Master of Social Work Degree Awarded
	SW 800 (5-6 credits)* Field Practice and Integrative Seminar III 9:00am - 11:30am BLENDED EVEN		SW 801 (5-6 credits)* Field Practice and Integrative Seminar III 9:00am - 11:30am BLENDED EVEN	
	SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN		SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN	
	<i>School SW requirement:</i>		<i>School SW OPTIONAL elective:</i>	
640 total field hours**	SW 815 (2 credits) Social Work Practice in Schools I ONLINE 320 field hours - includes Seminar III class time		SW 817 (2 credits) Social Work Practice in Schools II ONLINE 320 field hours - includes Seminar IV class time	

*SW 800/801 should equal a total of 11 credits. Choose which semester you will take 6 credits and which you will take 5 credits. It is recommended to take SW 840 the semester you plan to take 5 credits of field. See academic advisor for more information.

**Total field hours (includes both field placement hours and seminar hours) = 640 hours. Field hours are individualized. See Field Handbook.

*** The advanced curriculum (Years III and IV) requires a minimum of 23 credits to graduate.

****Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.15.23 SVP

Blended courses meet in person on EVEN weeks of the semester (week 2, 4, 5, etc) and online (remote or asynchronous) on odd weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.

2023 - 24 Plan of Study - Focus on Health, Aging or Joint Health & Aging Year 4****

Advanced Generalist Specialization Practice Sequence Courses***			
Year FOUR (YEAR TWO for Advanced Standing Students)	Fall 2023: September 6th - December 16th (No class Nov. 25th)	Semester Break	Spring 2024: January 23rd - May 4th (No class March 23rd)
	SW 800 (5-6 credits)* Field Practice and Integrative Seminar III 9:00am - 11:30am BLENDED EVEN		SW 801 (5-6 credits)* Field Practice and Integrative Seminar IV 9:00am - 11:30am BLENDED EVEN
	SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN		SW 840 (2 credits) <i>Take course once along with 5 credits of field*</i> Advanced Macro Practice 12:00pm - 2:00pm BLENDED EVEN
	320 field hours - includes Seminar III class time		320 field hours - includes Seminar IV class time
640 total field hours**			

Master of Social Work Degree Awarded

*SW 800/801 should equal a total of 11 credits. Choose which semester you will take 6 credits and which you will take 5 credits. It is recommended to take SW 840 the semester you plan to take 5 credits of field. See academic advisor for more information.

**Total field hours (includes both field placement hours and seminar hours) = 640 hours. Field hours are individualized. See Field Handbook.

***The advanced curriculum (Years III and IV) requires a minimum of 23 credits to graduate.

****Course schedule, offerings and class format are subject to change. Classes held on Saturdays.

02.15.23 SVP

Blended courses meet in person on EVEN weeks of the semester (week 2, 4, 5, etc) and online (remote or asynchronous) on odd weeks.

Online courses may meet asynchronously or synchronously (remote via Zoom). Please see search and enroll for more information.