

**Hunter College School of Social Work
Fall 2009 Registration Information**

What should I register for?

Directions below are based on the standard course of study for each pathway. If you have non-matriculate credits or have deviated from the standard pathway you'll need to make adjustments. Please consult your advisor for assistance.

Please note that Field Practicum courses are sequential. You should register for the course number for your cohort only. You should never register for the same course number twice (unless told by an advisor to repeat a course).

IF YOU ARE:	YOU TAKE
Accelerated Accelerated 18 month (admitted Jan 09)	SSW 763 OYR Field Practicum 3 SSW 751 Research SSW 722 Clinical Practice with Individuals SSW 713 Human Behavior 3 Elective
Accelerated OYR (admitted Jan 09)	SSW 767 OYR Field Instruction SSW 751 Research SSW 722 Clinical Practice with Individuals SSW 701 Policy (or SSW 713 Human Behavior 3 if 701 is already completed)
Advanced Standing	
Advanced Standing <u>Clinical Practice with Individual and Families</u>	SSW 763 Field Practicum SSW 721 Clinical Practice with Individuals 1 SSW 722 Clinical Practice with Individuals 2 SSW 751 Research SSW 713 Human Behavior 3
Advanced Standing <u>Community Organization</u>	SSW 763 Field Practicum SSW 758.03 Tutorial in lieu of CO 1 SSW 742 Community Organization 2

	SSW 751 Research SSW 713 Human Behavior 3
Bank Street Dual Degree	
Dual Degree 2nd Year	SSW 767 Field Instruction SSW 721 Clinical Practice with Individuals 1 SSW 722 Clinical Practice with Individuals 2
Dual Degree 3rd Year	SSW 713 Human Behavior 3 SSW 723 (permission & special arrangements will be needed- contact ssw.office@hunter.cuny.edu asap))
One Year Residency	
OYR TF 1	SSW 717 Social Work Practice Learning Lab SSW 775 Ways of Knowing (choose from the menu)
OYR TF2	SSW 767 OYR Field Instruction SSW 751 Research Methods 2: Register for the continuation of the method you are taking this spring. Either: 722(Clinical Practice with Individuals), 732 (Group Work), 742 (Community Organization, Planning and Development) or 782 (Management and Leadership) SSW 713 Human Behavior 3
OYR TF 3 and OYR Accelerated admitted Jan 08	Methods 3 Either SSW 733-Group Work 3, SSW 743 Community Organization and Planning 3, SSW 783- Management and Leadership 3 Or Casework Majors: SSW 724 Casework 4 Or Elective Professional Seminar Any other missing requirements
Two Year Program	
TYP-First Year	SSW 761 Field Practicum SSW 701-Policy SSW 711 Human Behavior 1 SSW 775 Ways of Knowing (choose from the menu) SSW 717-Social Work Practice Learning Lab
TYP-Second Year	SSW 763 OYR Field Practicum 3

SSW 751 Research Methods 2: Register for the continuation of the method you are taking this spring. Either 722(Clinical Practice with Individuals & Families), 732 (Group Work), 742 (Community Organization, Planning and Development) or 782 (Management and Leadership) SSW 713 Human Behavior 3 Elective
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Electives offered this Fall:

SSW 715 Psychodynamics
SSW 725 Casework for Non-majors
SSW 735 Group Work for Non-majors
SSW 736 Group Work 2 for Non-majors (2 credit)
SSW 770-Alcoholism and Substance Abuse (Sect. 1 Co-Occurring Disorders Emphasis)
SSW 770- Alcoholism and Substance Abuse (Sect. 2 No special focus)
SSW 780 Administration for Non-majors
SSW 791.58 Human Sexuality
SSW 791.71 Social Work and Immigrant and Refugee Issues
SSW 791.76 Social Work & Gay & Lesbian Issues
SSW 796.62 Social Work Practice with AIDS and Chronic Illness

Fall 2009 Registration TIPS

Registration begins May 5, 2009. The *Fall Semester 2009 Registration & Payment Schedule* is now available on the Registrar's web page at:
<http://registrar.hunter.cuny.edu>

Check your Hunter Email for your appointment time.

Plan Ahead

1. Test your access to the CUNY Portal immediately. Make sure that you can get into SIMS from the Portal. If you have difficulty, first check <http://ww4.hunter.cuny.edu/icit/services/first-year-registration-help> for troubleshooting information. You can check the Hunter Student Helpdesk <http://www.hunter.cuny.edu/icit/services/the-student-help-desk> or email the help desk if you are still having difficulty at snet@hunter.cuny.edu.

2. Check your SIMS account for STOPS. Make sure that your account is clear and that you have no stops which would prevent you from registering. Settle all Bursar accounts before registration so your registration is not delayed.

3. File a Special Scheduling Request form if you have special documentable circumstances) that affect your schedule for which you need special consideration such as child care, elder care or employment schedule. The form is included in the registration information on our Website. Return this form with accompanying documentation c/o Irene Vargas,

ssw.office@hunter.cuny.edu, or by fax 212-452-7150-before the first official start of registration posted on the Registrar's Web Site. This form is intended for documented special circumstances. It should not be used to choose specific instructors. **Once the form is filed, please go ahead and register at your appointed time. If you run into difficulty be in touch with Ms. Vargas** for assistance.

4. **Review the Curriculum Plans in Appendix A in the Student Handbook** (available on the HCSSW web site) and listed in this document to clarify the courses you are required to take in order to fulfill your degree requirements.

5. If you are **closed out** of a course section or professor you hoped for **MAKE ANOTHER SELECTION.**

6. If you are **closed out of a course that is required for you** and can't find an alternative be in touch with ssw.office@hunter.cuny.edu

7. If you are **closed out of a course and want to get on the REAL Waitlist send an email with WAITLIST in the subject line to ssw.office@hunter.cuny.edu.** Please include your contact info and the course name and code you want to be on the waitlist for. If space becomes available you will receive an email that will tell you to register and ask you to email back and confirm you intend to. Please note that professors are not able to overtally their courses. This is only done through the waitlist.

8. **DO NOT USE THE SIMS WAITLIST—it does not put you on line for the course.**

9. Once you are registered, **MAKE SURE TO PAY. YOU WILL NOT BE MAILED A BILL.** Tuition payment can be made online at CUNY ESIMS. For payment options and information <http://www.hunter.cuny.edu/bursar/>.

If you are dropped you may not be able to get back into the same courses.

If you need help during registration call Student Affairs at 212-452-7170.

If you have questions that cannot be answered using the Handbook and this handout, consult your advisor, the Student Affairs hotline or email ssw.office@hunter.cuny.edu.