

Faculty of Social Work

Student Services Orientation Session

Fall 2023



UNIVERSITY OF
CALGARY



Acknowledgments

We acknowledge the homeland of the many diverse First Nations and Métis people whose ancestors have walked this land since time immemorial. We are grateful to work, live and learn on the traditional territories of Treaty 6, 7 and 8, and the homeland of the Metis.

The Faculty of Social Work acknowledges the inequities experienced by racialized people, Indigenous people, and other marginalized populations. We aim to foster an environment that recognizes and celebrates diverse perspectives. Therefore, we are committed to eradicating all forms of injustices based on race, gender, ethnicity, sexual orientation, age, socio-economic status, religion, and disability.



Meet your FSW Student Services Team

Connect with us at fsw.studentservices@ucalgary.ca

Include your UCID and full name in your email

Undergraduate Advisors

- **David Boggs**
 - BSW Online
 - Jennifer Jantzi (parental leave)
- **Nicole Dube**
 - BSW Blended Edmonton & Online
- **Megan Gramlich**
 - BSW Blended Calgary
- **Patti-Jo Aiken**
 - BSW Blended Lethbridge & Online

Graduate Advisors

- **Ann Chen**
 - MSW & PhD
- **Nicole Dube**
 - MSW
- **Nicole MacDougall**
 - Graduate Certificates | MSW Laddering

Team Lead & Manager

- **Kristen Raimundo**
 - Student Advisor Team Lead
- **Maria Soos**
 - Manager Student Services

Front Office Coordinator

- **Tanola Colquhoun**
 - Front Office Coordinator & Advisor for ABNH

If you don't receive a response within 4-5 days of sending an email to your Student Advisor, please follow up.



Student Advising

Your advisor can help you with...

- Course registration
- Important dates and deadlines
- Curriculum plans
- Issues that impede completion of your program
- Scholarship information

<https://www.ucalgary.ca/registrar/finances/awards>



BSW Website



Search Faculty of Social Work



FACULTY OF SOCIAL WORK

Future Students



Current Students



Research



About



Field Education



Alumni & Community



Contacts



CURRENT STUDENTS OVERVIEW

Undergraduate Students



Graduate Students



Graduate Certificates



Contact a Student Advisor

Student News and Events



UNDERGRADUATE STUDENTS OVERVIEW

BSW Students

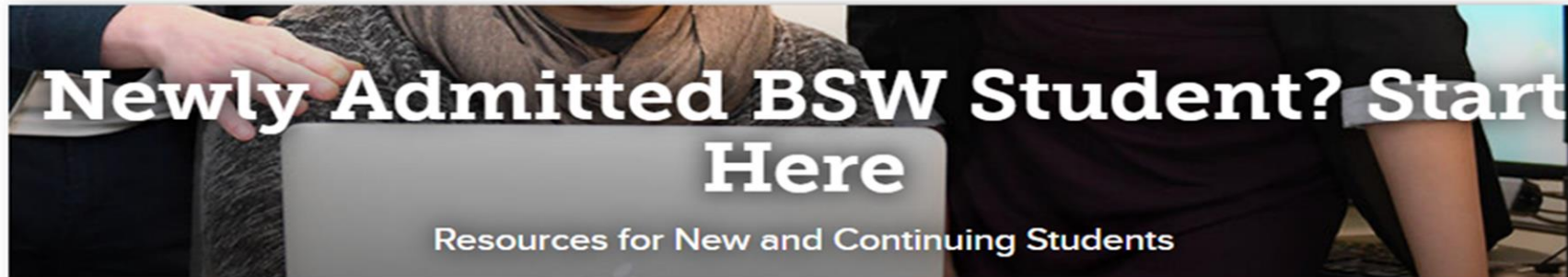
- Calgary BSW
- Edmonton BSW
- Lethbridge BSW
- Virtual Learning Circle

eLearning

Newly Admitted BSW Students

Student Awards & Scholarships

Faculty of Social Work Website



- IT Account & UCalgary email
- Review your Program Curriculum
- Register for Courses
- Pay your Tuition & Fees
- Financial Resources for Students
- Apply for Scholarships & Awards
- Access your courses in D2L
- Technology Support

[BSW - Resources for New and Continuing Students - Calgary | Faculty of Social Work | University of Calgary \(ucalgary.ca\)](#)



Program Resources

Important Dates

2023 Term

Aug. 7 Alberta Heritage Day University Closed	Aug. 8 End of Classes Last day to withdraw from a course	Aug. 8 End of Classes Last day to withdraw from a course	Aug. 10 Start of Exams	Aug. 14 End of Exams
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Academic Life



Curriculum Plans

For University Transfer Students and Alberta Social Work Diploma students.

[Get Curriculum Plans](#)



Timetables

Schedule and location of BSW courses for each program.

[Get Timetable](#)



Course Outlines

Course descriptions, learning objectives, required readings and course assessments.

[Get Outlines](#)



Letter of Permission

Guidelines to ensure courses you take at other institutions transfer to your degree.

[Get Guidelines](#)

Student Services



Enrolment Services

Find how-to guides, student loan and awards information.

[Learn more](#)



Student Accessibility Services

Do you require academic accommodation? SAS is here to help.

[Learn more](#)



Writing Support

Need help with your writing skills? Check out the workshops, tutorials and online services available through the Student Success Centre.

[Learn more](#)



Fees & Financial Information

Learn how to pay your fees.

[Learn more](#)



University Transfer Curriculum Plan

BSW Curriculum Plans

Use the drop-down menus to filter and find your curriculum plan

Keywords

List view Tile view

Results for:

Clear all filters

Year of Admission

2023

BSW Program

- Any -

Admission Route

University Transfer Stude...

Filter

Reset

Curriculum Plan - BSW
Alberta North Learning
Circles, University Transfer
(UT) Route

Curriculum Plan - BSW
Calgary, University Transfer
(UT) Route

Curriculum Plan - BSW
Edmonton, University
Transfer (UT) Route

Curriculum Plan - BSW
Lethbridge, University
Transfer (UT) Route

Curriculum Plan - BSW
Virtual Learning Circles,
University Transfer (UT)
Route

<https://socialwork.ucalgary.ca/current-students/undergraduate-students/bsw-students/curriculum-plans-udergraduate>



Post-Diploma Curriculum Plan

BSW Curriculum Plans

Use the drop-down menus to filter and find your curriculum plan

Keywords

Year of Admission

BSW Program

Admission Route

Filter

Reset

List view Tile view

Results for:

Clear all filters

- Curriculum Plan - BSW
Alberta North Learning
Circles, Alberta Social Work
Diploma (PD) Route
- Curriculum Plan - BSW
Calgary, Alberta Social Work
Diploma (PD) Route
- Curriculum Plan - BSW
Edmonton, Alberta Social
Work Diploma (PD) Route
- Curriculum Plan - BSW
Lethbridge, Alberta Social
Work Diploma (PD) Route
- Curriculum Plan - BSW
Virtual Learning Circles,
Alberta Social Work Diploma
(PD) Route

<https://socialwork.ucalgary.ca/current-students/undergraduate-students/bsw-students/curriculum-plans-udergraduate>



Recommended Non-SOWK Subject Areas





Choosing Non-SOWK Courses

- To be considered a non-SOWK course, the course code cannot begin with SOWK i.e., SOWK 551 is not a non-SOWK course, **RELS 373** is a non-SOWK
- Check the Faculty of Social Work timetable for IPHE courses
 - These are scheduled by us and can be used as non-social work courses
- Junior or Senior-level, you choose



Choosing Non-SOWK Courses

- You cannot have been given credit for these courses in your social work diploma
- You are responsible to ensure no duplicate courses are completed
- Courses completed at UCalgary does not need to be verified for transferability, BUT, you must ensure there is no duplication



Choosing Non-SOWK Courses

Resources for choosing your non-SOWK Courses

- Web-based non- SOWK Courses
- Student Success Centre
 - Help finding courses
Student Success | Home | University of Calgary (ucalgary.ca)
- External completion
 - Letter of Permission (LOP) required.

Important Dates

- Start of Classes: Tuesday, September 5
- Last day to drop a class without penalty: Thursday, September 14
- Last day to add or swap a course: Friday, September 15
- End of classes/**Last day to withdraw from a course**: Wednesday, **December 6**
- End of Term: Friday, December 22
- Non-Standard Schedule

Block Week and “irregular” courses have different dates!



Recognized Holidays (university closed)

- Labour Day: Monday, September 4
- National Day of Truth and Reconciliation: Saturday, September 30
- Thanksgiving Day: Monday, October 9
- Remembrance Day: Saturday, November 11 (observed Monday, November 13)
- Term Break (no classes): Sunday, November 12 to Saturday, November 18



Important Dates

The Academic Schedule is the official source for important dates and deadlines:

[University of Calgary : Academic Schedule \(ucalgary.ca\)](http://ucalgary.ca)



Faculty of Social Work

Student Centre

UCID:

My Advising Notes Open (0) Complete (1) [View My Advising Notes](#)

To Do (0) Notices (0)






Your Enrolment Start Time
You may begin enrolling for the Fall 2023/Winter 2024 Regular Academic session on 2023 April 4 1:00PM.
[Details](#)

Fall 2023 Winter 2024




Shopping Cart (Potential / Pending Courses) - Fall 2023 [Course Search](#) [Schedule Builder](#)

Your Shopping Cart is empty. Please use Schedule Builder or Course Search to add classes.

Enrolled Courses - Fall 2023

Course (Units/Grading Basis)	Instructor	Location	Time	Days	Deadlines
SOWK 355 S04 (3/GRD)	Enns	OFF CAMPUS	9:00 AM - 11:50 AM	T	
SOWK 361 S06 (3/GRD)	Osborne	OFF CAMPUS	9:00 AM - 11:50 AM	Th	
SOWK 365 S05 (3/GRD)	Young	OFF CAMPUS	1:00 PM - 3:50 PM	T	
SOWK 391 S04 (3/GRD)	Osborne	OFF CAMPUS	1:00 PM - 3:50 PM	M	
SOWK 399 S01 (3/GRD)	Workun	OFF CAMPUS	9:00 AM - 11:50 AM	F	

[Edit](#) [Drop](#) [Swap](#)

 [Enrolment Messages](#)  [My Schedule \(Calendar View\)](#)  [Download Calendar](#)



Student Centre

The screenshot shows the Student Centre interface with a sidebar on the left containing navigation icons for Home, My Application, My Service Requests, Personal Info (highlighted with a red box and a green arrow), Exams and Grades, Program and Advising Info, and My Financials. The main content area includes sections for Addresses, Phone Numbers, Email Addresses, Emergency Contacts, and Citizenship. The Personal Info section is highlighted with a red box and a green arrow pointing to it.

UCID: [input field] Privacy Settings

Addresses
Home (Mailing): [input field] Edit Addresses

Phone Numbers
Current Home: 506/478-2513 Edit Phone Numbers

Email Addresses
Campus: [input field] Other: [input field] UofC Address: [input field] Edit Email Addresses

Emergency Contacts

Contact	Relationship	Primary	Phone	Address
		<input checked="" type="checkbox"/>	Primary:	CAN
	Mother	<input type="checkbox"/>	Primary:	CAN

Edit Emergency Contacts

Citizenship
Country / Status: Canada / Canadian Citizen


It is important to ensure all your contact information in your student record (your Student Centre in PeopleSoft) is up-to-date and accurate at all times

For information about updating your Personal Info, refer to


<http://ucalgary.ca/registrar/student-centre/updating-personal-information>




Student Centre




Home




My Application




My Service Requests




Personal Info



Exams and Grades



Program and Advising Info



My Financials

My Current Program Information

Academic Load: Full-Time

Bachelor's Degree in the Faculty of Social Work Year of Program: 1

Bachelor of Social Work-Edmonton (Degree Stream)

Academic Requirements Report GPA Calculator

My Advising Notes Important Forms and Documents

Awards Thesis Guidelines

Change of Program What-If Advisement Scenario

Confirmation of Registration Letter of Permission

Schedule Builder

Course Search

Apply for Graduation

Convocation Status

Advising Help

Cumming School of Medicine	Faculty of Science
Enrolment Services	Faculty of Social Work
Faculty of Arts	Faculty of Veterinary Medicine
Faculty of Graduate Studies	Haskayne School of Business
Faculty of Kinesiology	School of Arch Plan Landscape
Faculty of Law	Schulich School of Engineering
Faculty of Nursing	Student Success Center
Faculty of Nursing, Qatar	Werklund School of Education



Full-time Standing

- To maintain full-time standing, you must be registered in a minimum of 3 courses/9 units in each of the Fall and Winter terms
- Implications:
 - Health and dental benefits
 - Student funding (full-time loan vs. part-time loan)
 - Some awards, scholarships, and bursaries





Degree Progression

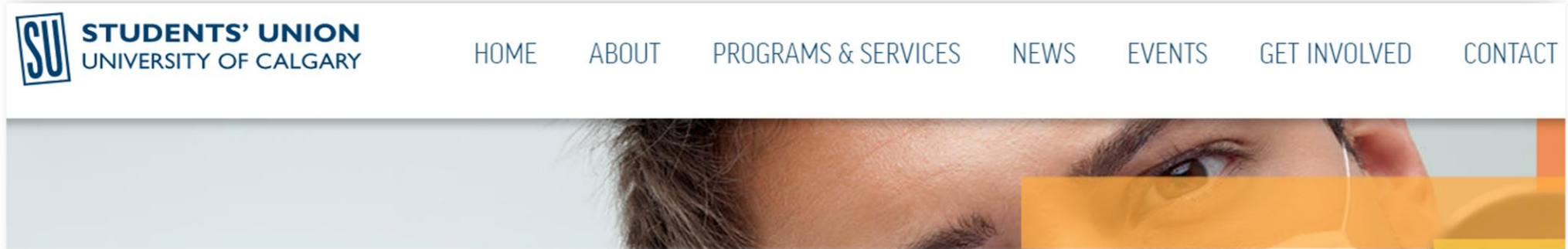
- It is your responsibility to ensure that all necessary courses have been taken or will be completed prior to completing an application to graduate
- Plan your courses using your '[Curriculum Plan](#)'
- Track your progress: in your Student Centre, click 'Program and Advising Info', then select 'Academic Requirements'



Tuition and fees

- Tuition fees are listed under the ‘My Financials’ tab
- Fall fee payment deadline: Friday, **September 22, 2023**
 - Payment must be received and processed by the deadline
 - Online banking is the preferred method of payment
 - <https://www.ucalgary.ca/registrar/finances/tuition-and-fees>
 - Failure to remit payment by the deadline will result in a hold on your account and a late payment charge
- You can opt out of the donation to the Student Peer Assistance Bursaries via your Student Centre

Health and Dental Plan



Generate the myBenefits Card

Access direct billing with pharmacies, vision care, or paramedical practitioners. Generate it now!



Generate the myBenefits Card

Access direct billing with pharmacies, vision care, or paramedical practitioners. Generate it now!



Getting 100% Coverage

Use more than 1 plan to maximize your coverage!

[Health and Dental \(ucalgary.ca\)](https://ucalgary.ca)

Deadline to opt out or add dependents: **September 22, 2023**

[Contact The SU \(ucalgary.ca\)](https://ucalgary.ca)

Enrolment Services

■ Enrolment Services departments

- Recruitment and Admissions
- Registration Services
- Student Awards and Financial Aid
 - If you need your loan paper signed, you may use this email:
financialaid@ucalgary.ca

■ Financial Administration

- Student Receivables Office

Online Services

- **IT Account**
 - UofC Email (Office 365)

- **My UofC portal**
 - My UCalgary - Central Authentication Service
 - Student Centre
 - Desire2Learn (D2L)
 - Office 365

- **UofC library**

- **Health & Dental**
 - 1-855-535-3212
 - reception@su.ucalgary.ca



Who to contact?

ENROLMENT SERVICES

403-210-7625

1-855-246-7625

Convocation: convinfo@ucalgary.ca

Financial Aid: financialaid@ucalgary.ca

STUDENT WELLNESS SERVICES

403-210-9355

<https://www.ucalgary.ca/wellness-services>

STUDENT'S UNION

403- 220-6551

<https://www.su.ucalgary.ca/CONTACT/>

IT SUPPORT

403-210-9300

it@ucalgary.ca

<https://www.ucalgary.ca/it/>

STUDENT SUCCESS CENTRE

403-220-5881

success@ucalgary.ca

<https://www.ucalgary.ca/student-services/student-success/writing-support>

WRITING SYMBOLS LODGE

<https://www.ucalgary.ca/student-services/writing-symbols/home>

CAREER SERVICES/ELEVATE

403- 220-8020

<https://www.ucalgary.ca/student-services/careers/students/explore-elevate>

INTERNATIONAL STUDENT SERVICES

iss@ucalgary.ca

<https://ucalgary.ca/student-services/iss>

STUDENT ACCESSIBILITY SERVICES

403-210-6019

success@ucalgary.ca

<https://www.ucalgary.ca/student-services/access/contact-us>



Unicard

- Unicard is your official UCalgary student Identification card
- The Unicard serves as a(an):
 - Debit card – quick, easy, no-fee debit card for on-campus purchases (including on-campus printing)
 - Library card – for borrowing library resources
 - Access card – to the Faculty of Social Work Indigenous Lodge
- If you are based in Calgary, submit your photo online and pick up your card from the Unicard office

UNICARD

403-220-8300

campusservicecentre@ucalgary.ca
<https://www.ucalgary.ca/ancillary/unicard>

Student Services Email

- Student email listserv
 - You will be automatically subscribed to your program specific listserv
- The subject line is important in helping you sort through the emails
 - URGENT: we really need you to read this email
 - IMPORTANT: important but not critical message
 - FYI: we think you might be interested

Stay in touch, we're here To Help!

- Email us at:
fsw.studentservices@ucalgary.ca
- Book an appointment at:
<https://socialwork.ucalgary.ca/future-students/studentservices>

