



UNIVERSITY OF
CALGARY

FACULTY OF SOCIAL WORK

Student Services Orientation Session

Spring 2024

We acknowledge and are grateful to work, live and learn on the ancestral and traditional territories of the people of Treaty 6, 7 and 8, and the homeland of the Metis.

The Faculty of Social Work is committed to eradicating all forms of injustices based on race, gender, ethnicity, sexual orientation, age, socio-economic status, religion, and disability. We acknowledge the inequities experienced by racialized people, Indigenous peoples, and other marginalized populations.



Meet your MSW Student Advisors

Connect with us at fsw.studentservices@ucalgary.ca

Include your UCID and full name in your email

- Ann Chen
- Nicole Dube
- Nicole MacDougall

For the rest of the Student Services Team, refer to the [Contact a Student Advisor page](#).

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

Your advisor can help you with...

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



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CURRENT STUDENTS OVERVIEW

Undergraduate Students 

Graduate Students 

Graduate Certificates 

Contact a Student Advisor

Student News and Events 

GRADUATE STUDENTS OVERVIEW

MSW Students

- Laddering
- Thesis Regulations

PhD Students

- Candidacy & Thesis Defence
- Funding Policy
- Supervision

Awards and Scholarships

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Important Dates

2024 Terms

April 30

Course-based degrees: last day to complete all degree requirements to be eligible for Spring Convocation.

May 1

Start of **Spring** Term

May 6

Start of Classes

May 9

- Last day to drop a class without financial penalty
- Last day to add or swap a course
- End of refund period

May 14

Tuition and Fee Payment Deadline

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Academic Life



Registration & Course Enrolment

Information on registration dates and responsibilities.

[Get more info »](#)



Curriculum Plans

Curriculum plans for MSW course-based and thesis-based programs, 2019 - 2021.

[Get Curriculum Plans »](#)



Timetables

Schedules and locations of graduate courses in each program as well as textbook links.

[Get Timetables »](#)



Course Outlines

Course descriptions, learning outcomes, required reading and course assessments (assignments and exams).

[Get Outlines »](#)

Know your important dates and deadlines! [Check the Graduate Calendar](#)



Student Services



Career Services

Career Services provides extensive resources, career fairs and workshops throughout the year.

[Learn more »](#)



Student Accessibility Services

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

[Learn more »](#)



Academic Support

My GradSkills offers learning and writing support along with a range of helpful workshop and mentoring opportunities.

[Learn more »](#)



Fees & Financial Information

Find your graduate student fees, your account balance, how to pay your account and much more.

[Course-based >>](#)

[Thesis-based >>](#)

[Home](#) / [University Regulations](#) / [Academic Schedule](#)

Academic Schedule Overview

[Academic Schedule Overview](#)

[Fall 2023/Winter 2024](#)

[Spring/Summer 2024](#)

[Fall 2024/Winter 2025](#)

[Spring/Summer 2025](#)

Spring/Summer Term 2024

Spring Intersession 2024

Summer Intersession 2024

ACADEMIC DATES

Start of Term

Wednesday, May 1

Wednesday, May 1

Monday, June 24

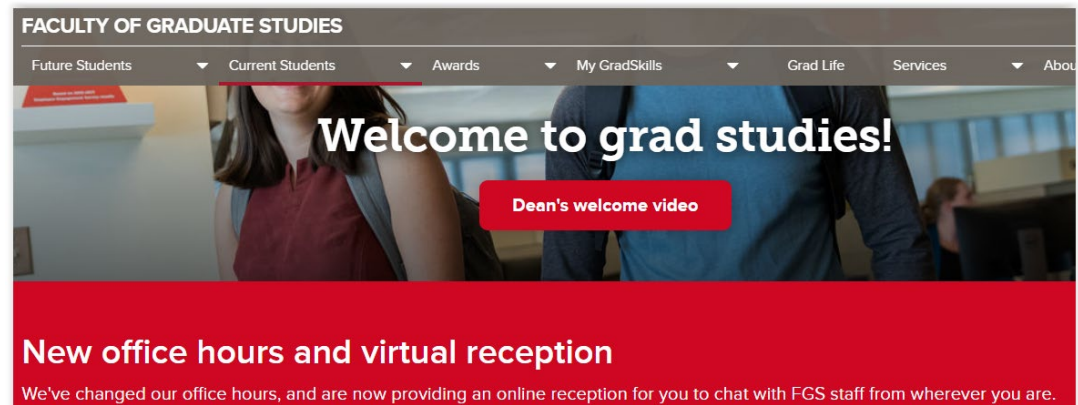
End of Term

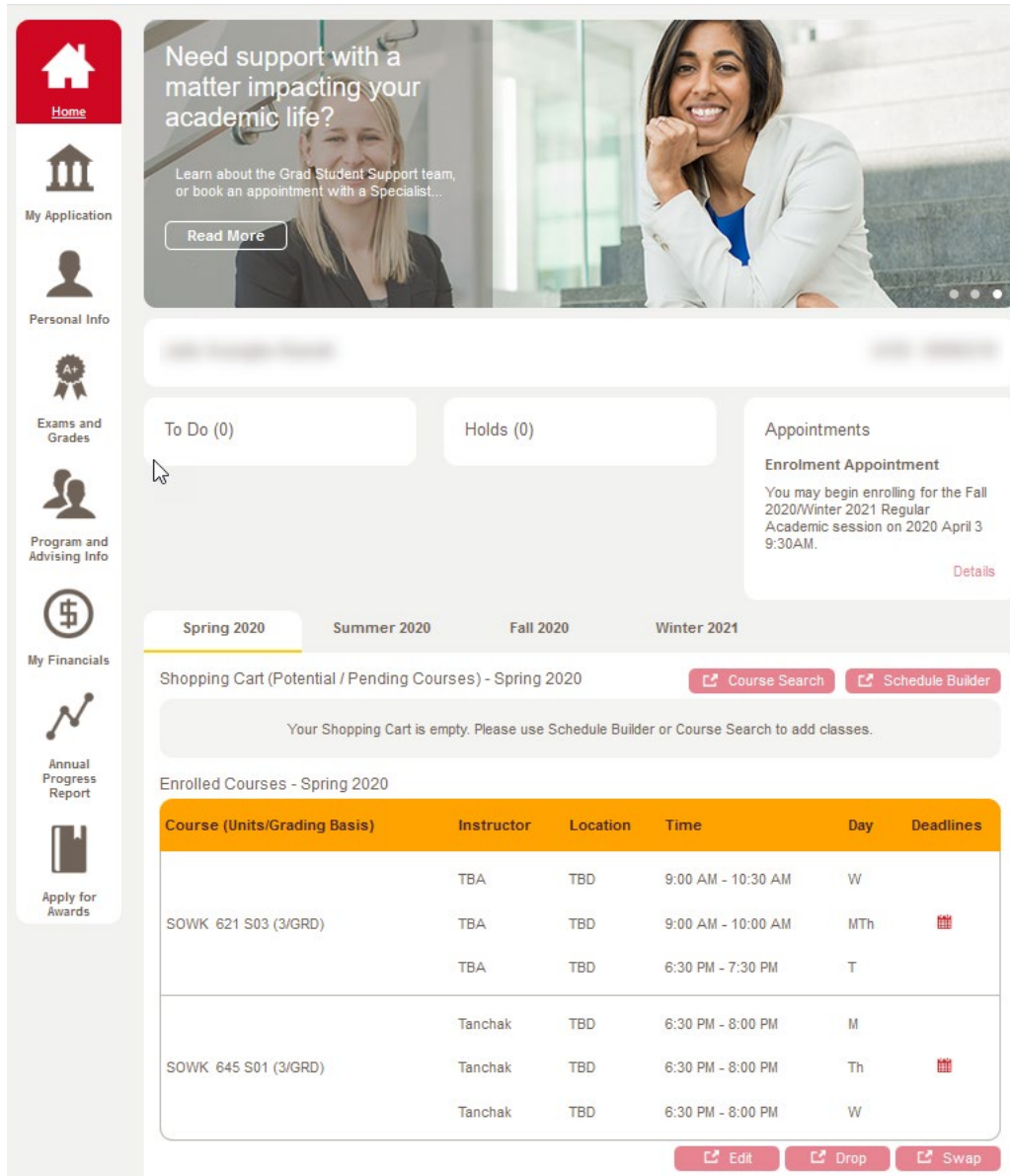
Sunday, August 25

Sunday, June 23

Sunday, August 25

- GRADpost Emails
- Faculty of Graduate Studies (FGS): <http://grad.ucalgary.ca>
- Upcoming Dates (Enrolment Services):
<http://www.ucalgary.ca/registrar/>
- Graduate Calendar: Academic Schedule for all Term Dates:
[Academic Schedule Overview](#) | [UCalgary Catalog](#)

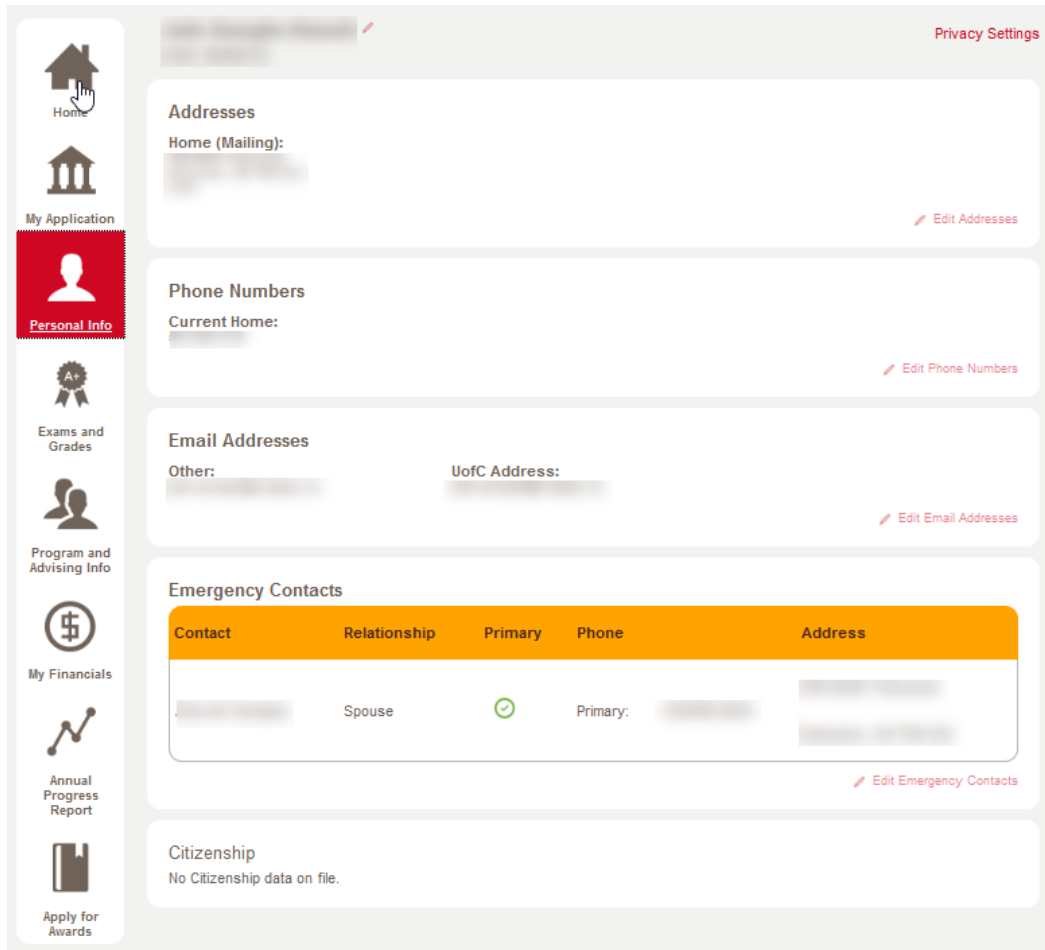




The screenshot shows the Student Centre dashboard with a navigation sidebar on the left and a main content area. The sidebar includes icons for Home, My Application, Personal Info, Exams and Grades, Program and Advising Info, My Financials, Annual Progress Report, and Apply for Awards. The main content area features a banner for academic support, a 'To Do' list, 'Holds' information, and an 'Enrolment Appointment' notification. Below this is a 'Shopping Cart' section for Spring 2020, which is currently empty, and an 'Enrolled Courses' table for Spring 2020.

Course (Units/Grading Basis)	Instructor	Location	Time	Day	Deadlines
SOWK 621 S03 (3/GRD)	TBA	TBD	9:00 AM - 10:30 AM	W	
	TBA	TBD	9:00 AM - 10:00 AM	MTh	
	TBA	TBD	6:30 PM - 7:30 PM	T	
SOWK 645 S01 (3/GRD)	Tanchak	TBD	6:30 PM - 8:00 PM	M	
	Tanchak	TBD	6:30 PM - 8:00 PM	Th	
	Tanchak	TBD	6:30 PM - 8:00 PM	W	

- Register for courses
- Check add/drop deadlines
- Check your grades
- Download your T2202A
- Access D2L and email
- Confirmation of Registration (some employers may request this for funding purposes)
- Update your personal information



The screenshot shows a user interface for a student's personal information. On the left is a navigation menu with icons for Home, My Application, Personal Info (highlighted in red), Exams and Grades, Program and Advising Info, My Financials, Annual Progress Report, and Apply for Awards. The main content area includes sections for:

- Addresses:** Home (Mailing) with an 'Edit Addresses' link.
- Phone Numbers:** Current Home with an 'Edit Phone Numbers' link.
- Email Addresses:** Other and UofC Address with an 'Edit Email Addresses' link.
- Emergency Contacts:** A table with columns for Contact, Relationship, Primary, Phone, and Address. One entry is visible: Spouse, Primary (checked), with a phone number and address.
- Citizenship:** No Citizenship data on file.

 A 'Privacy Settings' link is visible in the top right corner of the main content area.

Changing personal information:

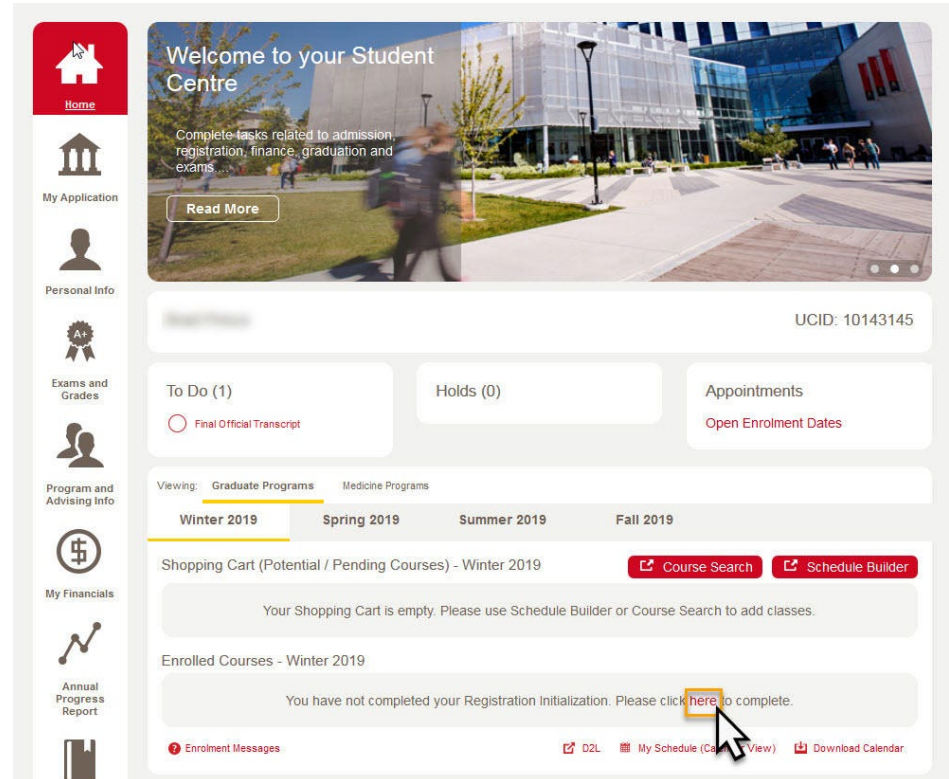
- Click on the appropriate heading to make the change.
- To change legal name / citizenship status, follow these instructions:

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

Tip: Ensure all your contact information (name, email, mailing address and phone numbers) in your student record (your Student Centre in PeopleSoft) is updated and accurate.

Registration Initialization

- **Course-based:**
 - Term-based
- **Thesis-based:**
 - Students must declare **full-time** over the academic year (May 1 – Apr. 30)
- Failure to initialize will result in program withdrawal



Tip: If you need help with annual registration, use the following link for a quick reference:
<https://grad.ucalgary.ca/current-students/registration/annual-registration/initialize-your-registration>

- Graduate Calendar: [P.2 Graduate Tuition and General Fees | UCalgary Catalog](#)
- Ways to pay your tuition and fees: [Tuition and Fees | University of Calgary \(ucalgary.ca\)](#)
- Spring Fee Payment Deadline: **Tuesday, May 14, 2024**
- Summer Fee Payment Deadline: **Wednesday, July 3, 2024**
- Amounts reflected in your Student Centre
- General Fees

Graduate Bursary Donation

- Must opt out in your Student Centre (under the financial tab, scroll to the bottom and click the opt out button) by the fee deadline

Extended Health & Dental Insurance

*Students in the following programs **can opt out** of the health and dental plan:*

- *Spring 2023 Foundation students moving into Clinical specialization in Adult Mental Health and Addictions in Spring 2024*

*Students in the follow programs are **automatically opted out** of the health and dental plan, if you want to be covered, you need to **opt-in**:*

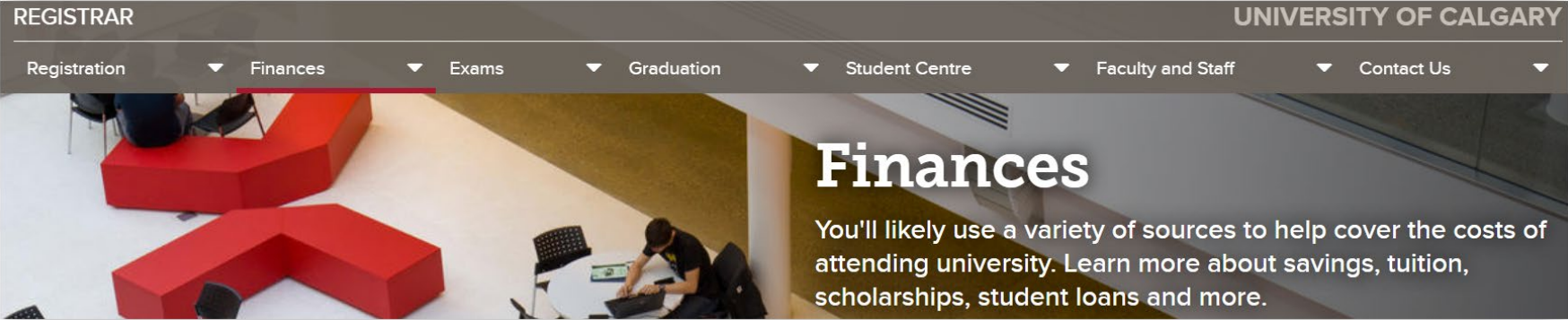
- *Everyone else*

If you encounter difficulties with opting in or out, contact the Graduate Students' Association: <http://gsa.ucalgary.ca/> Phone: 1-866-416-8707

- *Fees are subject to change without notice*

Financing your Education

- Student Loans: <http://www.ucalgary.ca/studentfinance/>
- Student Loan Questions: financialaid@ucalgary.ca



REGISTRAR UNIVERSITY OF CALGARY

Registration ▼ Finances ▼ Exams ▼ Graduation ▼ Student Centre ▼ Faculty and Staff ▼ Contact Us ▼

Finances

You'll likely use a variety of sources to help cover the costs of attending university. Learn more about savings, tuition, scholarships, student loans and more.

- Program Recommended Graduate Awards
- Graduate Awards Competition (GAC) includes Special Awards and Bursaries
- Faculty of Social Work Recognition of Excellence Awards

FSW Website:

<https://socialwork.ucalgary.ca/current-students/graduate-students/awards-and-scholarships>

Faculty of Graduate Studies Website:

<http://grad.ucalgary.ca/awards>

Graduate Awards Database:

<https://iac01.ucalgary.ca/FGSA/Public/PublicHome.aspx>

Inquiries can be sent to: fsw.studentservices@ucalgary.ca

Read the Terms of Reference (TOR) for each award before applying.

Takeaways from this session:

- Don't wait until it's too late; contact your student advisor with your questions.
- Don't make unilateral decisions regarding your program. Contact your student advisor if you are thinking about making any course changes (adding/dropping).
- Always include your full-name and UCID number in all communications.
- Activate your @ucalgary.ca email account and use it.

- **Career Services**

- [Careers | Home | University of Calgary \(ucalgary.ca\)](#)

- **Student Accessibility Services**

- [https://www.ucalgary.ca/student-services/access](#)

- **Writing Support Services**

- [https://ucalgary.ca/student-services/student-success/writing-support](#)

- UCalgary Student Wellness Services: provides mental health services and support for students.
- Services for Off-campus students
 - Distance Student Support Advisor: distancesupport@ucalgary.ca
 - Indicate the community in which you are studying



We are here to support you!



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CONTACTS OVERVIEW

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GET SUPPORT OVERVIEW

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Academic

- [Library](#)
- [Writing Support](#)
- [Student Accessibility Services](#)
- [My GradSkills](#)
- [Bookstore](#)
- [Information Technologies](#) (IT)
- [Career Services](#)

Wellness

- [Campus Recreation](#) (Active Living)
- [Chaplains](#) (Faith and Spirituality Centre)
- [Counselling Centre](#)
- [University Health Services](#)

Advocacy

- [Graduate Students' Association](#) (GSA)
- [Students Ombuds Office](#)