WSU MASTER OF SOCIAL WORK PROGRAM
IMPORTANT MSW STUDENT INFORMATION

Visit https://www.winona.edu/rochester/social-work/graduate.asp
https://www.facebook.com/winona.socialworkmasters/

GENERAL GRADUATE STUDENT INFORMATION

- **Registration for Courses**
  Course listings and instructions for registering are available online through the student e-services site (https://eservices.minnstate.edu/registration/search/advanced.html?campusid=074) site. Your MSW courses will be listed under Master of Social Work and have the prefix MSW. Please note important, course-specific deadlines for dropping or withdrawing from a course on the course's e-services listing. Please check the website for class schedules. Course descriptions and associated prerequisites can be viewed in the course catalog (https://catalog.winona.edu/index.php). You can find a listing of faculty and staff contact information through the WSU directory (https://mywsu.winona.edu/search/Pages/default.aspx).

- **Tuition Payment**
  After registering for your courses, please check your account/billing information online at https://www.winona.edu/billing/statements.asp. You will need your STAR ID# and password. Charges will be posted beginning **May 1** for Summer registrations, **August 1** for Fall registrations, and **December 1** for Spring registrations. **Final bills will not be mailed to students.** You may pay using your credit or debit card or by e-check. Please go to https://www.winona.edu/billing/paymentprocedures.asp for additional instructions. When paying using e-check, you will need the bank routing and account number from your checkbook to complete the transaction. **Late fees will apply for late payments.**

- **Financial Aid**
  You must be admitted to a degree or certificate/licensure program in order to be eligible for financial aid. Only unsubsidized loans are available to graduate students. Please review the Financial Aid website at http://www.winona.edu/financialaid/ for general and contact information. You may be eligible for a Graduate Assistantship. Visit this site for more info: https://www.winona.edu/gradstudies/assistants.asp

- **WSU Student Identification Cards**
  Once you have registered for classes, you should obtain a WSU ID Card. Your WSU ID card can be obtained in following manner: (1) Take or find a clear, headshot selfie. (2) E-mail Matt Brown (mbrown@winona.edu) with your request for an ID Card that provides access the WSU Rochester Broadway Campus, and be sure to include: (a) your photo in a .jpg format, and (b) an address to which he should send your card.

- **Bookstore**
  All required learning materials (texts, textbook packages, field software license) will be available from the WSU bookstore. Visit the bookstore online at https://www.wsubookstore.com/. You can order your materials online from the WSU bookstore and have them delivered to your address. Please note that shipping generally requires 2-5 business days.

- **Technology Information**
  More information about WSU technology resources available to Graduate students can be found at this website-
  http://learn.winona.edu/Grad_Student_Technology_Survival_Guide.

  Additional helpful IT links:
  http://www.winona.edu/technology/tech-support.asp
  http://learn.winona.edu/On_The_Hub (purchasing software for personal computers)
  https://starid.minnstate.edu/
  https://learn.winona.edu/StarID

- **Network, Email, D2L Brightspace, Library Access, and Tech Support**
  Once admitted, both Winona and Rochester students can obtain their network user name (StarID) and password by visiting https://starid.minnstate.edu/ and activate your StarID. If you are already registered with a StarID, you do not need to activate or change the password again. Once you activate your StarID, you will use the StarID and password to access all online resources.

  D2L Brightspace log in: https://winona.learn.minnstate.edu/

  Winona State email is provided via Microsoft Office 365. In order to log in you will need to enter your StarID@go.minnstate.edu and your StarID password. If you can't login, try to reset your password at https://starid.minnstate.edu/. If you are still unable to log in please contact Tech Support. You may also email Tech Support at Techsupport@winona.edu or asktech@winona.edu.

  If you need assistance, call Tech Support at 507 457-5240 or stop by Tech Support. Tech Support is located under Goddard Library on the RCTC campus (GL118). We plan to have a tech support person available at our Downtown Campus from 5-7pm of Fridays when we have PDLs scheduled.
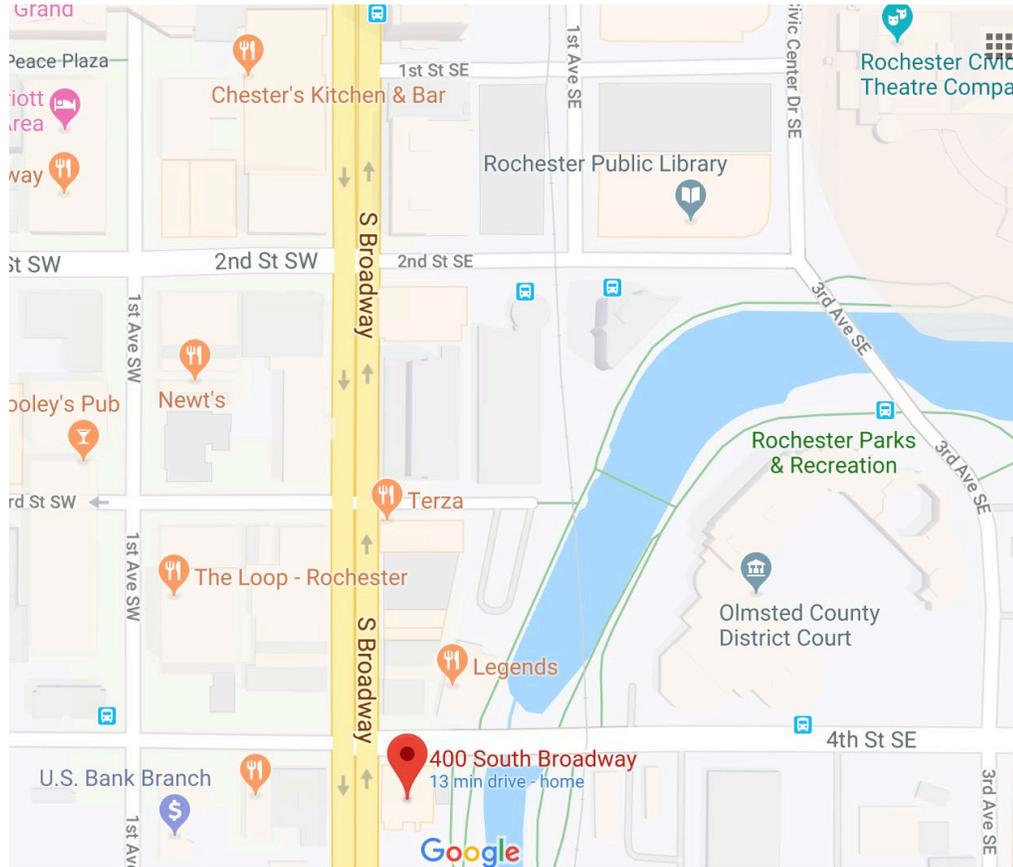
- **Digital Life and Learning Program (Laptop program)**
  You may enroll in the Digital Life and Learning Program and are eligible to lease a laptop computer. Visit the IT website for more information: http://www.winona.edu/IT/.

- **Graduate Student Commons Area**
  A commons/study area for Graduate Student use is located in the Broadway Campus (400 S. Broadway Ave.) in Rochester. Students will use their ID cards to access the building evenings and weekends. (As of early April, 2020, students are discouraged from congregating on campus or in other public spaces per COVID-19 public health recommendations from the CDC.)

- **Immunizations**
  Students are also required to submit an **Immunization Form** to Health Services if they do not currently have one on file. This form is located at https://www.winona.edu/healthservices/immunizations.asp.

- **International Students**
  You must work with the International Services Office for additional processing. Please email Kit Klepinger at kklepinger@winona.edu.

- **COVID-19 Information**
  The WSU MSW Program does not anticipate any interruptions or delays in our operations. The COVID-19 pandemic has affected a number of aspects of the university's operations. For info on WSU's response to the pandemic visit: https://www.winona.edu/emergency/health-alert.asp

MSW-SPECIFIC STUDENT INFORMATION

- **MSW Student Handbook**
  The most recent draft of the MSW Student Handbook is available through a link at the bottom of the program's website:
  https://www.winona.edu/rochester/social-work/graduate.asp
  It contains many additional resource links and lots of information on program policies and procedures.

- **MSW Program Administrative Assistant**
  Tonya Klees is the Administrative Assistant for the MSW Program. She joined just about one year ago, and she has proven to be a helpful and capable addition to our program. She can answer basic questions for you and/or help you determine where to turn to address your questions and concerns. Here is her contact information:
  Tonya Klees, 400 South Broadway, 3rd Floor; 507-535-2539; tonya.klees@winona.edu.

- **Campus Location**
  The MSW Program is located at the WSU-Rochester Downtown Campus. We are on the 3rd floor of the historic Riverside Building, at the corner of South Broadway and Fourth Street. Our address for GPS use is 400 South Broadway Avenue. We share the building with LimbLab and a Cambria Gallery.

- **Transportation**
  Our campus is located approximately 3 blocks from the main public transportation hub (see http://www.rochesterbus.com for more info) and 3 blocks from the Jefferson Bus Lines downtown terminal (https://www.jeffersonlines.com/).

- **Parking**
  A small parking lot is present on the south side of the campus building. Unmarked spaces and WSU spaces are available for your use—no permit is required. Numerous metered spaces are available near our campus, and those spaces are available for free after 5pm on Mondays-Fridays and all day on weekends and holidays. City parking ramps are free after 5pm on weekdays and after 6:30am on weekends, however, there is a charge for overnight parking in the city ramps.

- **Lodging and other Rochester Visitor Information**
  Rochester has an abundance of hotels and restaurants. The three hotels closest to campus are Hilton Garden Inn, Hotel Indigo, Doubletree Inn, and the Hilton. Visit the Rochester Visitors Bureau for a more complete set of options (https://www.experiencerochestermn.com/).