

SECTION KEY - SSW Course sections are restricted to a certain campus and/or program.

1. Synchronous courses meet online at specific times.
2. Asynchronous courses do not have a specific meeting time but still require attendance and participation.
3. Hybrid courses meet online and in-person.
4. In-Person courses meet in the buildings at Baltimore and Shady Grove campuses.

SECTION ID	DELIVERY METHOD	ELIGIBLE TO REGISTER
HG1, HG2, etc.	Hybrid	USG Shady Grove students only
IG1, IG2, etc.	In-Person	USG Shady Grove students only
HY1, HY2, etc.	Hybrid	BAL students only
IP1, IP2, etc.	In-Person	BAL students only
OM4, OM5, etc.	Online Synchronous	Online MSW Program (OMSW) students only
OM7, OM8, etc.	Online Asynchronous	Online MSW Program (OMSW) students only
OA1, OA2, OA3, etc.	Online Asynchronous	ALL STUDENTS (except OMSW)
OS1, OS2, OS3, etc.	Online Synchronous	ALL STUDENTS (except OMSW)

OM sections are only for students in the Online MSW program. Online MSW students are only allowed to register for OM sections. Baltimore or Shady Grove students cannot register for any OMSW course sections.

PRACTICUM SECTION KEY	
Foundation SOWK 635 or Advanced SWCL 794	
BF1	Baltimore Campus Students Only
GF1	Shady Grove Campus Students Only
OF1	Online OMSW Students Only

BFX, GFX, and OFX are for Extended Practicum. You will need approval for extended practicum. Follow up with OPE.

Examples:

SOWK 600 IP1 or HY1 – Only for Baltimore Students
 SOWK 600 HG1 or IG1 – Only for USG Shady Grove Students
 SOWK 600 OM4 or OM6 – Only for online OMSW Students
 SOWK 708 OA1 – Open for Baltimore and USG Students
 SOWK 708 OS1 – Open for Baltimore and USG Students
 SOWK 635 (Foundations Practicum) BF1 – Only for Baltimore Students
 SOWK 635 (Foundations Practicum) GF1 – Only for USG Students
 SWCL 794 (Advanced Practicum) GF1 – Only for USG Students
 SWCL 794 (Advanced Practicum) OF1 – Only for online OMSW Students

COMMON REGISTRATION ERRORS

➤ **Time Conflict** – you are selecting courses that are at the same time or overlap times. You will not be allowed to select two courses with conflicting times. You are choosing a course that is at the same time of another course. The system will not allow you to choose a course at the same time. You will need to choose another course with a compatible class time for your schedule.

- A “time ticket error” means you could also be trying to register before your assigned registration date or after registration in SURFS has closed.

➤ **Class Restriction** – you are selecting a course that is restricted to another campus and/or program. If you are a USG student, you can only select sections with HG, IG, OA, OS only. If you are a Baltimore student, you can only select sections with HY, IP, OA, OS only. If you are an online OMSW student, you should only select sections that begin with OM.

➤ **Co-Requisite/Prerequisite** –

- You are selecting a course which you do not have the prerequisite. Most Advanced Clinical courses are only available to students in their advanced year and have completed all foundation coursework.
- You could also be selecting a course that requires a co-requisite. For example, you must simultaneously enroll in SOWK 630, SOWK 631, SOWK 635 and SOWK 637. These three courses are co-requisites. You will receive an error if you attempt to enroll in only one or two of them. They must all be in your cart at the same time.