

## SCHOOL OF GRADUATE STUDIES

salemstate.edu/graduate

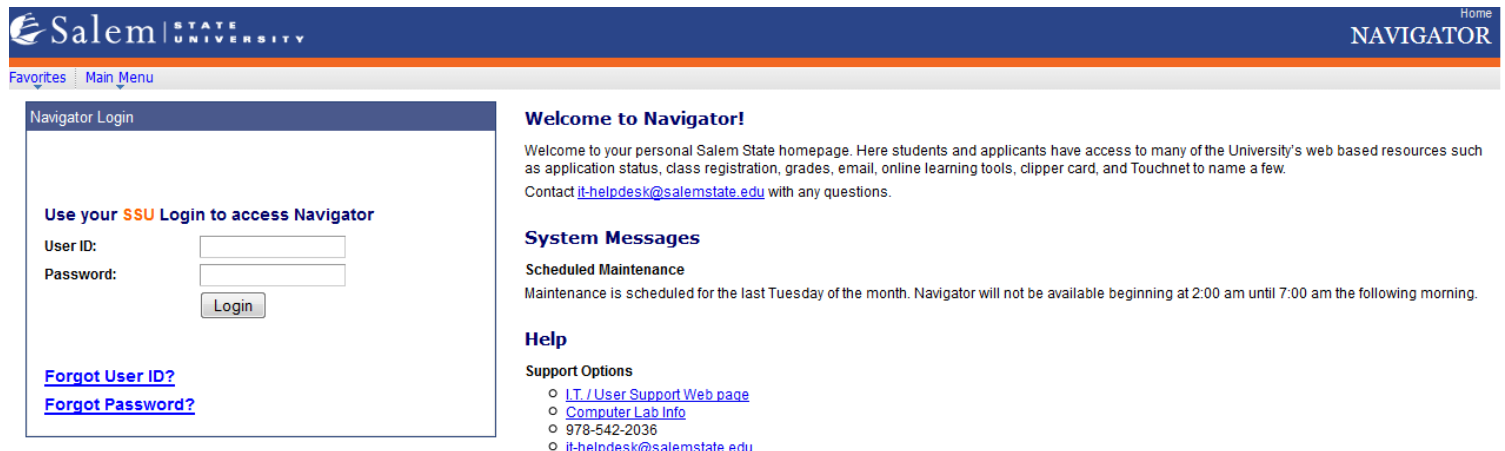
978.542.6200

### MASTER OF SOCIAL WORK (MSW) ADVANCED STANDING PROGRAM SUBMITTING YOUR ENROLLMENT DEPOSIT

Congratulations on your admission to the Master of Social Work (MSW) Advanced Standing program at Salem State! To secure your space in the program, you will need to submit the \$200 non-refundable enrollment deposit. Graduate admissions will provide the due date of the enrollment deposit, which is typically three weeks from the date of your admission letter.

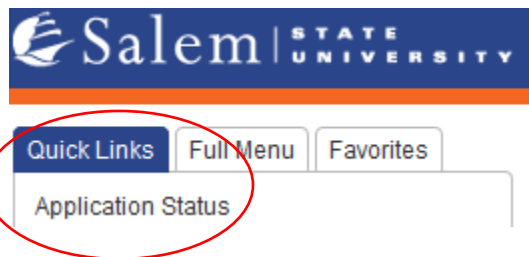
Here are instructions on submitting your enrollment deposit. Please adhere to the deadline specified by graduate admissions.

#### 1. Logon to your Navigator account at [salemstate.edu/navigator](http://salemstate.edu/navigator).



The screenshot shows the Navigator login page. On the left is a login form with fields for User ID and Password, a Login button, and links for 'Forgot User ID?' and 'Forgot Password?'. On the right, there is a 'Welcome to Navigator!' message, 'System Messages' including 'Scheduled Maintenance', and a 'Help' section with 'Support Options' like 'I.T. / User Support Web page', 'Computer Lab Info', '978-542-2036', and 'it-helpdesk@salemstate.edu'.

#### 2. Click Application Status under Quick Links.



### 3. Click Pay Enrollment and/or Housing Deposit.

#### Application Status

Term	Academic Career	Program	Application Number	Application Date
Summer 2018	Graduate	Master of Social Work		

Congratulations! You have been admitted to the Master of Social Work Advanced Standing program at Salem State University. Your acceptance is a tribute to your credentials and potential for success, and we hope you join our dynamic learning community.

Please note your next steps:

1. Secure your place by formally enrolling (matriculating).

An email notifying you of your acceptance will be sent. Please keep a copy of the email for your records, as letters are no longer being sent via regular mail. To secure your space in the program and formally enroll (matriculate), please submit your admissions deposit.

2. Review the information in your acceptance email.

Your program coordinator will be provided in your acceptance email. Please also visit the link to our admitted student page, [saalemstate.edu/graduate/admit](http://saalemstate.edu/graduate/admit).

[View your transferred courses](#)

[Pay Enrollment and/or Housing Deposit](#)

If you have any questions about your application for admission to Salem State please contact Admissions at (978)542-6200 or email us at [gradadmissions@saalemstate.edu](mailto:gradadmissions@saalemstate.edu).

### 4. Click Make Payment(s) Now

#### Pay Enrollment and/or Housing Deposit

Welcome to the Salem State University community! Your payment will ensure and activate your enrollment for the semester to which you have been admitted. Additional information will be mailed to you.

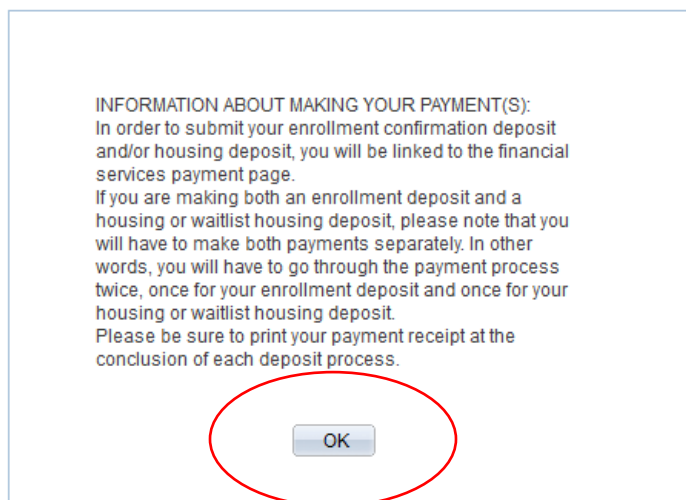
- Pay Enrollment Deposit\* \$

[Make Payment\(s\) Now](#)

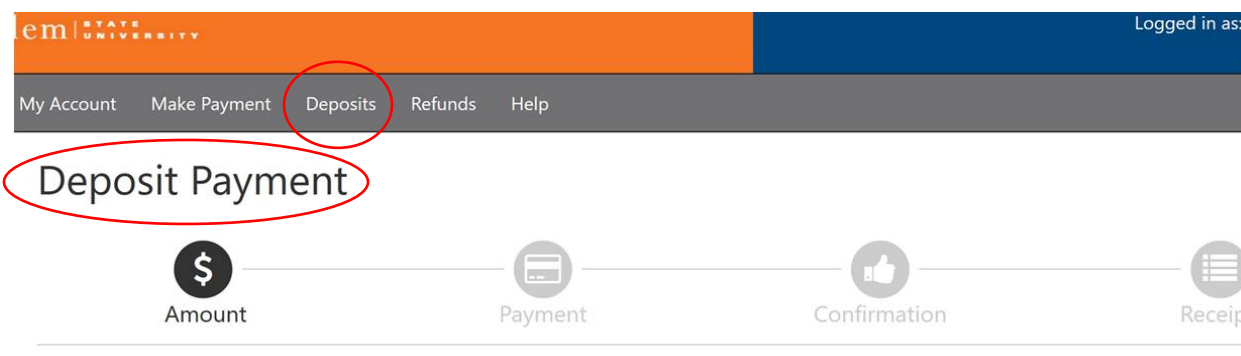
\* Deposits are non-refundable

5. **Click OK.**

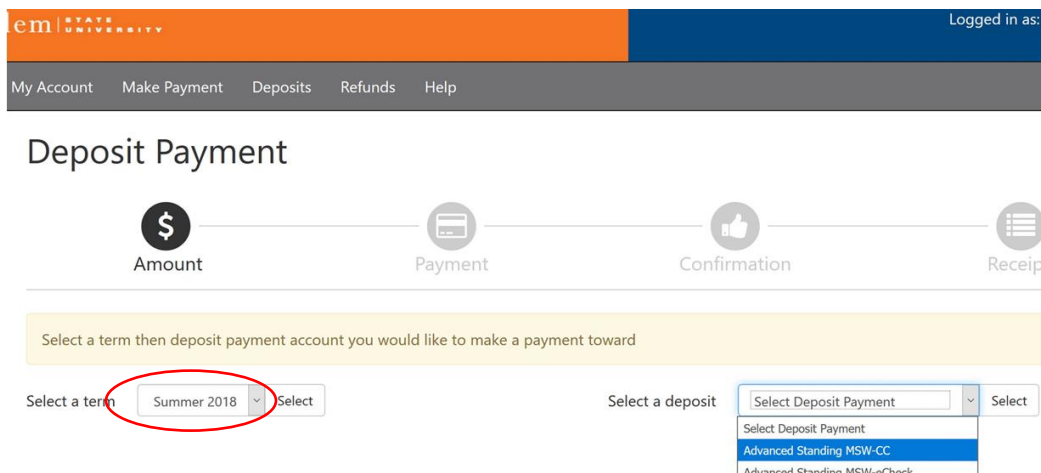
Please note: The system you are about to use accepts enrollment deposits and housing deposits for undergraduate students, as well as enrollment deposits for graduate students for two programs, for various terms. You are only submitting one payment, for your one enrollment deposit to the MSW Advanced Standing program. As you are moving forward, please be sure you are submitting the correct deposit for the correct term as outlined in the instructions below.



6. **Double-check the page you have been directed to. You should be on the “Deposits” page. If not or you are not sure, click Deposits (NOT Make Payment) in the top navigation.**



7. **Select the Summer 2018 term in the “Select Term” dropdown.**



8. **IMPORTANT:** Be sure you're paying the Advanced Standing MSW deposit. Other choices in the dropdown are for other groups of students.

Choose *one* of the following: Advanced Standing MSW – CC if you are paying by credit card or Advanced Standing MSW – eCheck if you're paying by eCheck.

em | SALEM STATE UNIVERSITY

Logged in as: l

My Account Make Payment Deposits Refunds Help

## Deposit Payment

Amount Payment Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term Summer 2018 Select

Select a deposit Select Deposit Payment Select

Select Deposit Payment  
Advanced Standing MSW-CC  
Advanced Standing MSW-eCheck

9. Accept the fee, select your payment method, enter your financial information, and submit your payment.

10. Keep the transaction summary for your records.

11. Please answer the [final survey question](#) to confirm your plan of study as full or extended time.

12. Graduate admissions will continue to track your enrollment deposit. When we have confirmed receipt of your enrollment deposit and know your plan of study, your Navigator account will update to show you as an enrolled/matriculated student.

13. Once you are an enrolled/matriculated student, your admissions process is completed and you will begin to receive orientation information from the School of Social Work. Please visit [saalemstate.edu/graduate/admit](https://saalemstate.edu/graduate/admit) for additional information and next steps.