



FALL 2023 ADVISING WORKSHOPS FOR SPRING 2024 ENROLLMENT

10-18-23

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OUR ROLE AS ADVISORS (NOV. 6; 8-10, 2023)

- DETAILS
- REQUIREMENTS
- BIG PICTURE
- RESOURCE

ADVISING MEETING

- DURING THE APPOINTMENT: MEETING AND CLASS SELECTION

- DISCUSS CLASSES AND MAJORS
 - ENGAGEMENTS
 - FIRST WRITING REQUIREMENT
 - WORLD LANGUAGE
 - OTHER
- REMOVE HOLD
- ACADEMIC REQUIREMENTS (AR) REPORT/DEGREE PROGRESS
- SIS CLASS SEARCH/SIS HELP

- CONTACT ADVISEES

- LET THEM KNOW **HOW** TO MAKE AN APPOINTMENT OR CONTACT YOU
- LET THEM KNOW **WHAT** TO BRING TO THE APPOINTMENT
 - CLASSES IN SHOPPING CART
 - [CHECKLIST](#)—SEE UNDER GENERAL EDUCATION CURRICULUM REQ.



ENROLLMENT DATES

Fall Enrollment: Shopping Cart
October 20

Enrollment: Nov. 6, 8-10. (15
credits) and Waiting Lists

Nov. 27 (raised to 17 credits)

J-term Enrollment

Nov. 13-Jan. 1.



KEY CLASSES FOR FIRST YEARS

ENGAGEMENTS ON THEIR SCHEDULE:

STUDENTS NEED TO TAKE TWO
EGMTS—PICK TWO THEY HAVE
NOT YET TAKEN

(EGMT 1510, 1520, 1530, 1540)

TWO EGMTS—ONE EACH QUARTER
(100 AND 200 NUMERIC)

Engaging Differences | EGMT 1530

STATUS	SECTION	TOPIC	DAYS	START	END	ROOM	INSTRUCTOR	DATES
>  35/35	119-LEC (19556)	Depictions of Diff...	TuTh	11:00 am	12:15 pm	Clark Hall 101	James Seitz	01/17 - 03/12
>  35/35	120-LEC (19557)	Depictions of Diff...	TuTh	12:30 pm	1:45 pm	Clark Hall 101	James Seitz	01/17 - 03/12
>  35/35	121-LEC (19558)	Enacting Differen...	MoWe	2:00 pm	3:15 pm	Clark Hall 102	Matthew Skwiat	01/17 - 03/12
>  35/35	122-LEC (19559)	Enacting Differen...	MoWe	3:30 pm	4:45 pm	Clark Hall 102	Matthew Skwiat	01/17 - 03/12
>  35/35	123-LEC (19560)	Treaties, Power, ...	MoWe	5:00 pm	6:15 pm	Clark Hall 102	Christian McMillen	01/17 - 03/12
>  35/35	124-LEC (19561)	Origin Stories: Id...	MoWe	12:30 pm	1:45 pm	Clark Hall 102	Shilpa Dave	01/17 - 03/12
>  35/35	201-LEC (11904)	Talking Trash	MoWe	8:00 am	9:15 am	Monroe Hall 111	Lean Sweeney	03/13 - 04/30
>  35/35	202-LEC (12827)	Other People's ...	MoWe	9:30 am	10:45 am	Monroe Hall 111	Liza Flood	03/13 - 04/30

FIRST WRITING REQUIREMENT

- **ASK ALL STUDENTS ABOUT FWR**
- **FOR STUDENTS WITH LAST NAMES (L-M):** CHECK TO SEE THEY ARE SIGNED UP FOR FWR FOR SPRING
- **STUDENTS (A-K) –DOUBLE CHECK**
- **SOME STUDENTS HAVE FWR+**
 - NEED TO GO TO FORMS PAGE ON COLLEGE WEBSITE AND FILL OUT FORM FOR FWR+ AFTER CLASSES END

First Writing Requirement Placement For Incoming Students Fall 2023 / Spring 2024

STUDENTS WHO SUBMITTED STANDARDIZED TEST SCORES (SAT/ACT) WITH THEIR UVA APPLICATION:

STUDENTS WHO DID NOT SUBMIT STANDARDIZED TEST SCORES (SAT/ACT) WITH THEIR UVA APPLICATION:

STUDENTS WHO DID NOT COMPLETE THE ONLINE PLACEMENT MODULE OR SUBMIT STANDARDIZED TEST SCORES (SAT/ACT) WITH THEIR UVA APPLICATION:

After the placement process has concluded, you can view your placement score in your SIS account. After signing into your SIS account, you may view your placement score by clicking the "Academics" tab and choosing the "Test Scores" tab. Your placement corresponds to your score as follows:

- 1 = ENWR 1505/1506 sequence
- 2 = ENWR 1510, 1520, or 1530
- 3 = FWR+ course

You can find out more about the common goals and practices of first-year writing courses here: <https://writingrhetoric.as.virginia.edu/first-year-writing-courses-uva-goals-practices>

For questions about the online placement module, please email Brian Paljug, Education & Outreach Specialist, bjp4qd@virginia.edu

For questions about first year writing, please email Kenny Fountain, Director, Writing & Rhetoric Program, tkf3bb@virginia.edu or Dylan Kellum, Academic Administrative Assistant, Writing & Rhetoric Program, dck4bqc@virginia.edu

Advising Hold removed by Faculty/Program Advisors during advising period. They should meet/consult with you. If they do not meet with you, they will enroll on Nov. 13.

Students can sign up for 15 credits max (up to 17 starting Nov. 27)

- Credit Overload Forms are on College website (WON'T BE ACCEPTED UNTIL January.)
- Major Declarations and all others: see FORMS

For further information, they can meet with their Association Dean

SPRING 2024 ENROLLMENT STARTS NOV. 6

REMOVING THE HOLD 1: ADVISEE HOLD ON SIS MENU



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View Advisees

Advisees

STUDENT

Holds for **Student**

1 hold

▼ **Advisor Hold** **Release Hold**

DETAILS

Start Term:	2023 Spring	Institution:	University of Virginia
End Term:	-	Department:	University of Virginia
Start Date:	10/17/2022	Contact:	-
End Date:	11/12/2022	SI Date Time:	10/10/2022 01:00:00 pm
Reason:	Advising Hold		

COMMENTS

You must see your faculty advisor before you can enroll in classes. If this hold (block) is in place on the first Friday of the semester, you will be disenrolled and dropped from all your classes. As applicable, your University I.D. card will be deactivated, and Housing, Dining, Cavalier Advantage and all other student privileges will be unavailable.

REMOVING THE ADVISING HOLD 2: FROM FACULTY CENTER

Go to the SIS MENU

Click on Faculty Center

- Click on Advisor Center
- Can Release Student HOLD and see their Student Details

The screenshot displays the University of Virginia Faculty Center interface. On the left is a dark blue sidebar menu with the following options: Dashboard, Class Roster, Grade Roster, View Advisees, Lookup Student, Faculty Center (highlighted), Find Classes, Build My Schedule, My Schedule, Enrollment, and Academics. The main content area is titled 'Advisor Center' and includes a search bar and navigation links for 'My Advisees', 'Student Center', 'General Info', 'Transfer Credit', and 'Academics'. Below this, there's a section for 'My Advisees' with a 'Select display option' (radio buttons for 'Link to Photos' and 'Include photos in list'). A table lists two advisees, both with 'Arts & Sciences Undeclared' descriptions. The first advisee is a 'Second-Year' student with a 'Release Hold' button and a 'View Student Details' link. The second advisee is a 'Third-Year' student with a 'View Student Details' link. Below the table are buttons for 'Notify Selected Advisees', 'Notify All Advisees', and 'View data for other students'. At the bottom left of the main area is a 'Go to top' link.

	Notify	Photo	Name	ID	Advisee Type	Description	Class Year	Release Hold	View Student Details
1	<input type="checkbox"/>		L [redacted]	[redacted]	Advisor	Arts & Sciences Undeclared	Second-Year	Release Hold	View Student Details
2	<input type="checkbox"/>		[redacted]	[redacted]	Advisor	Arts & Sciences Undeclared	Third-Year		View Student Details

HELPING STUDENTS: EXPLORING THE MAJOR WITH THE “WHAT IF” TOOL

- **CREATES** an Academic Report with Major Requirements
- **Need to double check all requirements as it includes classes in shopping cart**
- **Open all the SATISFIED requirements and/or clear the shopping cart**
- **Advise Consulting with DIRECTOR OF UNDERGRAD PROGRAMS** for specific questions

Faculty Center | **Advisor Center** | Search

[My Advisees](#) | **Student Center** | [General Info](#) | [Transfer Credit](#) | [Academics](#)

What-If Report

Create What-if Scenario | [REDACTED]

(Advisor) You may be working with someone who is considering a particular program of study or major. Using this page, you can set up a what-if scenario based on different academic programs. You may also select what-if courses.

Select the Submit Request button to request a degree progress report for the individual based on what-if information you provided.

[Return to Report Selection](#)

Career Scenario

Select a career for which you want the change to take place.

Institution	Career	Catalog Year
University of Virginia	Undergraduate	2021 Fall

Program Scenario

The information that appears on the page by default is your current academic information. You can use the fields below to set up a what-if scenario based on one or more programs of study. You can define up to three scenarios.

Academic Program	Area of Study	Concentration
Arts & Sciences Undergraduate	Arts & Sciences Undeclared	n/a
None	None	None
None	None	None

Course Scenario

Select the "browse course catalog" button and then select courses for inclusion in your course what-if scenario.

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Faculty Center

Find Classes

Build My Schedule

My Schedule

Enrollment

Academics

- Grades
- Advisor Information
- Programs
- Course List
- Degree Progress
- What-If
- Unofficial Transcript
- Official Transcript
- Transfer Credit
- Test Scores
- Graduation
- Academic Requirements Report

TIPS TO GIVE ON SELECTING CLASSES

- **BALANCE** (SMALL CLASSES VS. LARGE CLASSES)
- **FLEXIBILITY** (TAKE DIFFERENT TYPES OF CLASSES)---TRY TO AIM FOR 2 CLASSES MAXIMUM PER SEMESTER IN ONE DEPARTMENT.
- **CLASS LEVEL** (1000, 2000, 3000, AND 4000 LEVELS)
- **REQUIREMENTS** (COLLEGE AND MAJOR REQUIREMENTS)





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Find Classes ^

Search Classes by Semester ✓

Browse All Classes

Help and Maps v

Search Classes by Semester

Select all the required (*) search criteria.

Term: 2024 Spring v Department v Subject v Catalog # (1010) Traditional Requirements v

More Filters 1

Search Reset Filters

☐ Show Open Classes Only

Attributes & New Requirements:

- ☐ Artistic, Interpretive, Phil
- ☐ Chem/Math/Physical Universe
- ☐ Cultures/Societies World
- ☐ First Writing
- ☐ Historical Perspectives
- ☐ Living Systems
- ☐ Low Cost Course Materials
- ☐ No Cost Course Materials
- ☐ Public Interest Technology
- ☐ Quantif, Computation, Data An
- ☐ Science & Society
- ☐ Second Writing

SEARCH CLASSES BY ATTRIBUTE: MANY CLASSES HAVE 2 ATTRIBUTES

Directory

Questions? See your Association Dean in Monroe Hall.

Below you will find information and links to policies, forms, resources and key College of A&S pages (in alphabetical order), all part of the accumulated insights and experiences by the deans and advisors who spend their time working with the University of Virginia College of Arts & Sciences undergraduate students.

Make frequent and liberal use of it all but never lose sight of the simple observation that your success lies not in what your classmates are doing, nor in their backgrounds, but rather in the degree to which you are prepared to think clearly about your education and your readiness to act in your own best interests.

The University of Virginia is committed to equal access and the civil rights of people with disabilities. If you have encountered a barrier to access that is weather-related or involves maintenance in a University facility, you may report it on the [Report a Barrier website](#).

Requests for Exception to the Rules

With nearly 11,700 students enrolled in the College of Arts & Sciences, we must, of necessity, have this rather detailed and formal set of academic regulations. But situations inevitably arise in which we will consider exceptions to certain rules.

If you need to request an exception to a rule due to **mitigating circumstances**, you should consult your [Association Dean](#) as soon as possible. He or she will advise you on how to petition formally for an exception.

Adverse decisions by the College of Arts & Sciences deans may be appealed to the Committee on Faculty Rules – an independent committee of faculty members who are not Association Deans. Bear in mind that you have the right to petition about most, though not all, academic matters throughout your career here. More information may be found on the [Appeals & Grievances](#) page.

Archived policies and procedures can be found at the [Archive of UVA Records](#).

Academic Level
Academic Probation
Academic Standing
Academic Year
Adding a Class
Address Changes
Admission
Advising Information for Faculty
Advising Information for Students
Affiliated Status
AP Credit
Appeals
Apply to the College, Internal Transfer Students
Apply to the University, External Transfer Students
Association Deans
Attendance, Class
Audit
Awards and Honors
Calendar, College of A&S (academic)
Catalyst Program

Portrait Project Opens Windows on Black Citizens and Connections to Descendants

A new Special Collections exhibition shows early 20th-century African Americans in Central Virginia, presenting themselves as they wished to be seen and understood.



Walk-In (Zoom in) Advising with the "Dean of the Day"

Walk-in Advising hours are held from 2:30-4:00 when classes are in session via [Zoom](#) only. Click [here](#) for information on how to join a meeting.

[FACEBOOK](#)

[OUR STUDENTS](#)

[SUPPORT US](#)

- ① NEW STUDENTS: Advising and Enrollment for Fall 2022
- ② DIRECTORY & GLOSSARY: Everything you need to know
- ③ ADVISING: Who can help?
- ④ MEET THE DEANS: Who has the answers
- ⑤ DEGREE REQUIREMENTS: What every student needs to do
- ⑥ MAJORS & MINORS: How to declare a major

HELPFUL RESOURCE: DIRECTORY ON COLLEGE WEBSITE

QUESTIONS?

Association Deans

434-924-3351

Walk In Dean of the
Day 2:30-4pm M-F

Dean Shilpa Davé:
ssd5q@virginia.edu

