FAQs for COLLEGE ADVISING FOR FALL 2020

College website with links to calendar, forms, advising information: [http://college.as.virginia.edu](http://college.as.virginia.edu)
Link to Directory: [https://college.as.virginia.edu/directory](https://college.as.virginia.edu/directory)

1. Students start classes Tuesday August 25, 2020

2. Scheduling an Appointment with the Students

   - College advising calendar (on the Undergraduate College site above) at bottom where it says SCHEDULE ADVISING: [https://advise.sites.virginia.edu/](https://advise.sites.virginia.edu/)
   - On left hand side where there are three dots, you can create advising blocks.

3. Talking with advisees

   - Phone appointments (you can dial *67 from your personal phone and then the student’s number if you would like to block your number) OR
   - Setting up video/phone Zoom; See [Guide to setting up Zoom](https://in.virginia.edu/zoom).

   For the meeting options section: **enable the waiting room**. This allows you to admit students one at a time to a long meeting block, rather than having to set up individual meetings with each student. You can have a private conversation and then leave the meeting, invite a waiting student into a private meeting room and then start over again. Check out the Zoom link on the ITS site below.

   Questions: 434-924-4357 or ITS site: [https://in.virginia.edu/zoom](https://in.virginia.edu/zoom)

4. Major Declaration

   - Forms are available on the College site under the [Forms section](#) on the Menu.
   - Resource for choosing a major from afar
   - Once the student gets the approval of DUP, the form can be sent to the [College Registrar](#).

5. Association Deans | Monroe Hall

   - Ask students to call the main number (434-924-3351) for an appointment or e-mail their [Association Dean](#) directly.
   - As advisors, you can also e-mail Shilpa Davé or Rachel Most
   - If you need help with the e-advising system, contact Abigail Holeman.
Faculty Advisor 2020 Orientation Helpful Links and Resources

Directory for Information on the College Website
https://college.as.virginia.edu/directory

Resources Across the University
https://college.as.virginia.edu/university-resources

Resources for Faculty Advisor
https://college.as.virginia.edu/for_advisors

College Registrar and General College questions
- Judy Updike, College Registrar: (clasregistrar@virginia.edu)
- College Help: askthecollege@virginia.edu
- Dean of the Day Zoom Link: https://college.as.virginia.edu/DOD
- General Education Website: https://gened.as.virginia.edu/
- College Main Number: 434-924-3351

Office of African American Affairs (OAAA)
Kim Bassett – Associate Dean
kcv6j@virginia.edu | 434-924-7923

Office of the Dean of Students (ODOS)
Laurie Casteen, Associate Dean of Students
434-924-7133 – Daytime
434-927-7166 – After Hours Contact

(Counseling and Psychological Services) CAPS
CAPS Faculty/Staff Resources: https://www.studenthealth.virginia.edu/resources-faculty-and-staff
434-243-5150