

FAQs for COLLEGE ADVISING FOR FALL 2022

College website with links to calendar, forms, advising information:

<http://college.as.virginia.edu>

1. Students start classes Tuesday August 24, 2022

2. Creating appointment times with students on Advising system

- College advising calendar (on the Undergraduate College site above) at the bottom where it says SCHEDULE ADVISING: <https://advise.sites.virginia.edu/>
- On left hand side where there are three dots, you can create advising blocks—see video included in the e-mail.

3. Talking with advisees (in person, by phone, or by zoom)

- 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](#).

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>

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: [Judy Updike](#).

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 2022 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/>

434-924-3351

Office of African American Affairs- OAAA

Michael Mason, Interim Dean

mgm7g@virginia.edu

434-924-7923

Multicultural Student Services

Vicki Gist—Associate Dean of Students

vgist@virginia.edu

434-924-8954

Office of the Dean of Students- ODOS

Alex Hall— Associate Dean of Students

aec5d@virginia.edu

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

Student Disability and Access Center—SDAC

<https://www.studenthealth.virginia.edu/SDAC>