

# Sociology Advising Syllabus

Director of Undergraduate Studies/ Advisor: Dr. Nicole Holtzclaw-Stone  
Academic Advisor: Tiara Marshall

Hours:

Walk in hours are posted on the Advising Office Door and on the Sociology Website:  
[www.sociology.illinois.edu](http://www.sociology.illinois.edu)

To make an appointment: contact Dr. Holtzclaw-Stone or Tiara Marshall – [soc-advising@illinois.edu](mailto:soc-advising@illinois.edu)

3070 Lincoln Hall  
217-333-4903

## Mission Statement

Advising is a collaborative relationship between the student and advisor based on mutual respect in an environment that promotes personal growth and learning. It is a dynamic relationship in which both parties play an active role in shaping the student's educational experience here at the University of Illinois.

## Required Materials and Resources:

[www.sociology.illinois.edu](http://www.sociology.illinois.edu) – UIUC Sociology Department website

<https://apps.uillinois.edu/selfservice/>-- UIUC Enterprise

[www.las.illinois.edu](http://www.las.illinois.edu) – College of LAS website

<http://www.registrar.illinois.edu/registration/deadlines.html> -- Academic Deadlines

Advising folder

## Student Responsibilities

- Maintain a folder with advising materials and bring it to advising appointments
- Learn/ understand how to access and interpret the degree audit system (DARS)
- Come prepared to your advising sessions
- Ask questions!
- Know the Sociology Department requirements
- Know the General Education requirements

## Advisor Responsibilities

- Foster an environment of mutual trust and respect to allow for a collaborative advising session
- Assist students in understanding the purpose of a Liberal Arts education and its impact on their lives and personal goals
- Assist students in making decisions and taking responsibility for their educational plans and accomplishments
- Understand and effectively communicate Sociology and General Education requirements, academic policies and procedures
- Refer students to campus resources when appropriate
- Maintain confidentiality following FERPA regulations