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"The information contained herein is for informational purposes only. The Undergraduate Record and Graduate Record represent the official repository for academic program requirements. These publications may be found at http://records.ureg.virginia.edu/index.php."
SOCIOCY: A DISTINCTIVE FOCUS

Sociology studies the organization of social life. Sociological inquiry shows that much of what people do, believe, and become arises from their social relationships and that social life has discernible, patterned regularities. As famous sociologist C. Wright Mills wrote, sociologists strive for “a quality of mind that will help them use information and develop reason in order to achieve lucid summations of what is going on in the world and of what may be happening within themselves.”

In pursuit of this understanding, sociologists study the whole range of social life from the intimacies of face-to-face interaction to the macro-level organization of the economy and the polity and such cultural institutions as religion. Their analyses are scientific, employing diverse quantitative and qualitative methodologies. Many sociologists use the discipline’s insights and methods to address practical problems: for example, to evaluate educational innovations, improve the delivery of health care, increase business productivity and the quality of work life, and project the social ramifications of population changes.

The major in sociology at the University is designed to provide undergraduates with a broad, systematic understanding of society and to cultivate their own sociological imagination. Sociology majors take courses in three areas:

1. Social Theory
2. Research Methods (statistics, computer applications, and qualitative methods)
3. Substantive Research Fields

Majors receive a rigorous grounding in the discipline while having the opportunity to define their own intellectual development with the aid of an advisor.
REQUIREMENTS

Course Requirements

Sociology Majors are required to complete 30 hours in the program approved by a member of the Undergraduate Studies Committee. These 30 hours may include courses taken before declaring the major. Four core courses are required of all Sociology majors as part of the 30-hour program.

SOC 1010-Introductory Sociology (3-hour course)
(to be completed prior to declaring with a “C” or better)
The fundamental concepts and principles of Sociology as developed in the major fields of the discipline.

SOC 3020-Introduction to Social Theory (3-hour course)
(The department recommends that students take the SOC 3020 in their 3rd year.)
Analysis of the central theoretical ideas in the discipline, especially in the classic statements of Durkheim, Marx, and Weber.

SOC 3120-Sociology Research Workshop (4-hour course)
(The department recommends that students take the SOC 3120/3130 sequence in their 3rd year.)
An introduction to data analysis and processing as well as the conceptualization of sociological problems. Emphasis on individual student projects.

SOC 3130-Introduction to Social Statistics (4-hour course)
(SOC 3120 is prerequisite for this course.)
Introduction to elementary methods of statistical analysis. No special mathematical background or aptitude is required.

All majors must also complete twelve credits (4 courses) at the 3000 level or above, including six credits (two courses) at the 4000 or 5000 level. The remaining minimum four credits (normally two courses) can be taken at any level.

Grade Requirements

A grade of “C” or better is required in every course to be counted toward the major. Students receiving three grades of “C minus” or lower in three sociology courses, or who fall below a 2.0 GPA in the department, will not be permitted to continue in the major. Students receiving less than a “C” in a required course must retake the course and receive a grade of “C” or better. In practice this requirement means that students with a poor but passing grade in a required course must retake it without credit and receive a satisfactory grade. In elective
courses, an unsatisfactory passing grade can count toward the College requirement of 120 hours but will require students to take another sociology course for the major.

**PLEASE NOTE:** SIS sometimes calculates your average grade incorrectly by ignoring courses that cannot be applied toward the major (often because of low grades). The department includes all sociology courses, and may, therefore, produce a different number from the one reported on your Academic Advising Report.
FURTHER DETAILS ON COURSE REQUIREMENTS

Transfer of Credit

Up to six credits of courses towards the major may be taken outside of the Sociology department. These include both courses from related fields at the University of Virginia and courses from another institution or a study abroad program. All requests for credit transfer must be approved by the Director of Undergraduate Studies.

Students planning to study abroad must receive written *pre-approval* from the Director of Undergraduate Studies in advance of their travel.

Courses which are considered for transfer cannot be substituted for SOC 3020, 3120, or 4000-level courses. For transfer of credits concerning SOC 3130, see page 6.

Transferred credits for SOC 1010, taken prior to matriculation at the University, exempt students from taking this course in the department. If you receive transfer credits for SOC 1010, you must take another SOC course at ANY level to make up the credit hours. Transfer students must take two courses in the Sociology department as a prerequisite to declaring the major. Once students have completed two courses with a grade of “C” or better, they may declare the major and discuss whether transferred courses may count toward the major. All requests for transfer credit must be approved by the Director of Undergraduate Studies.

Credit/No Credit

The Credit/No Credit option may not be elected for courses used to meet the 30-hour requirement for the Sociology Major. All courses to meet the 30-hour requirement must be graded.

J-Term Courses

J-Term courses do not count toward the major or minor.
**SOC 3130 Exemption**

Students may be granted an exemption of SOC 3130-Introduction to Social Statistics, if one of the following applies:

Sociology majors double majoring in Psychology who have completed PSYC 2005 & 3006 with a “C” or better

or

Sociology majors double majoring in Economics who have completed ECON 3710 with a “C” or better

or

Sociology majors not double majoring in one of the above, who completed PSYC 2005 & 3006, ECON 3710, or STAT 2120 with a “C” or better prior to declaring Sociology as a major.

*NOTE: Students not double majoring in Sociology & Psychology or Economics may not take PSYC 3005 & 3006, ECON 3710, STAT 2120, or STAT 3120 after declaring sociology as their major. In order for these courses to count as exemption they have to be completed prior to the declaration of the sociology major.*

Students who meet one of the above conditions and would like to exempt SOC 3130 should have proof of course completion, e.g., SIS Academic Advisement form. Transferred credits for SOC 3130 exempt a student from taking this course in the department; however, this exemption does not reduce the total 30 credit hours required for the completion of the sociology major. Students must complete an additional Sociology course at any level to make up the credit hours.

**Exceptions**

Students have the right to petition the Undergraduate Studies Committee concerning any exceptions from departmental policies relating to the transfer of credits. It is the student’s responsibility to make sure that the departmental office has all the appropriate paperwork.
PROCEDURES FOR DECLARING A MAJOR IN SOCIOLOGY

1. Make sure that you have completed the prerequisites for the sociology major - SOC 1010-Introductory Sociology and one other Sociology course – with at least a “C” or better in each course. All students must take 2 courses in the department as prerequisites. Students with transfer courses in Sociology cannot use those courses as prerequisites, although the courses may be considered for major credit later.

2. When you are ready to declare a major, you should contact (by phone, e-mail or in person) the Undergraduate Administrative Assistant who will assign you a Faculty Advisor. If you have preferences for a particular advisor, please let the Administrator know at this point. All regular faculty serve as advisors; see the full list on the last page of this handbook. You should meet your assigned advisor during his or her regular office hours which are posted on the web at http://sociology.virginia.edu/sites/sociology.virginia.edu/files/FacultyOfficeHours.pdf and are also available in the Sociology office (Randall Hall #104.). If you cannot come during the posted office hours, or if office hours are by appointment, contact the advisor directly by e-mail or phone to set up a time when you can meet.

3. In order to prepare for the meeting with your advisor you need to do the following.
   - Complete a printed copy of the declaration worksheet. Use it to indicate the semester (and grade if available) when you took/are taking/plan to take the listed courses. In doing so, consult the Majors Handbook which describes the requirements for the major in detail, as well as the preliminary list of courses offered for an upcoming semester. Both of these documents are available online and in Randall Hall #104.
   - Obtain the Majors Declaration Form from Monroe Hall and fill out the top portion of the form containing your personal information. List only the courses that you have already taken and are currently enrolled in; you will fill out the rest of the form in consultation with your advisor.
   - Print out a copy of your Academic Requirements report (or a Course History) from SIS.

4. Make sure that you bring all these forms – the Declaration Form, the worksheet, and a copy of your AR report – to the meeting with your assigned advisor. During this meeting, you will have a chance to discuss in detail your proposed plan of study for the sociology major as well as talk
about your broader interests in Sociology. Your advisor will sign the completed Declaration Form as an indication of his or her approval of your plan. Since the course offerings vary from a semester to a semester, and are not confirmed until a few months before the semester starts, you are not expected to be specific in your listing of the upper-level or elective sociology courses. The Declaration Form is not a binding contract: you do have a certain flexibility in your choice of courses as long as you follow the general structure for the major as outlined in this form.

5. After the declaration form has been completed and signed by both you and your advisor, you must bring it back to the Undergraduate Administrative Assistant for review (Randall #104). If your form is accepted, you will need to take the top (white) copy to the College of Arts and Sciences (Monroe Hall) where it is entered on SIS. The Department will keep a yellow copy, and you will need to retain a pink copy for your records.

You officially become a Sociology major only after you complete all 5 stages of the declaring process.

A NOTE ON MAJOR ADVISING.

The first meeting with your Sociology advisor where you declare your major marks the beginning of a long-term relationship that can be extremely important and valuable to you. You are expected to meet with you advisor at least once during the semester to discuss your choice of courses or any other question or problem concerning the major. You are the one who should take the initiative in arranging these meetings. The best time for meeting with your advisor is during his or her office hours; it is important to respect your advisor’s research and teaching commitments.

*NOTE: If you change your contact information after the declaration of the major, please inform the Undergraduate Administrative Assistant in the Department of Sociology.*
GENERAL GUIDELINES FOR PLANNING A MAJOR

Students have considerable flexibility in the sequencing of courses for the major, but there are a few guidelines that need to be followed to prepare adequately for more advanced courses. These guidelines are outlined below.

**Required Courses**

A prerequisite for declaring the major is SOC 1010-Introductory Sociology. This introductory course provides students with the basic concepts of the discipline and begins the process of teaching them what it means to “think sociologically.” The course demonstrates how Sociology is a unique way of understanding and investigating the world, and it illustrates the discipline’s basic concepts and findings in a number of different fields.

Subsequent courses in the sociology program may be divided into three broad categories:

1. Theory
2. Research Methods
3. Substantive fields
   (for example, Criminology, Family, Religion and Social Inequality)

Most courses in Sociology address all three concerns, but emphasize one of them.

Sociology majors should take SOC 3020-Introduction to Social Theory and SOC 3120-Sociology Research Workshop early in the major program or before declaring, as they are the foundation for upper-division courses. Students should take SOC 3130-Introduction to Social Statistics the semester after they complete SOC 3120. Introduction to Social Statistics builds on the skills learned in the Research Workshop, therefore it is beneficial to have the material fresh in your mind. These four required courses should be completed before the end of your sixth semester.

Students can work on taking the required 6-hours at the 4000 or 5000 level, the 6-hours at the 3000 level and the 4-hours remaining from the time of declaration until their last semester. Students may want to complete several of the core courses before taking the 4000 or 5000 level courses.
Supplemental Courses

Students with a strong academic record may wish to supplement their class work in Sociology with SOC 4970-Special Studies in Sociology*. Enrollment in SOC 4970 requires prior approval of an instructor, 4th year status, and a GPA of 3.2 or better in the major. *(Non-majors must have a cumulative GPA of 3.2 or better.*) This course is recommended for students with specific interests that they would like to pursue individually under the direction of a faculty member. Similarly, students who qualify are strongly urged to consider the SOC 4980/4981-(DMP) Distinguished Majors Program (see details on for DMP on pg. 13), which requires independent research and a thesis.

To register for SOC 4970, students must complete the Individual Study Approval Form, available on the Sociology website or in the Sociology main office. In addition, students must submit a 1-2 page explanation of course project, plan of study, and justification for desired number of credit hours. Once approved by the Director of Undergraduate Studies, a new section of SOC 4970 will be created in SIS for the student’s approved advisor with instructor permission required for the student to enroll in the class.

Graduate Level Courses

Although Sociology courses at the 5000-level are designed for graduate students, some of these courses may be of interest to advanced undergraduate students in their fourth year with a cumulative GPA of at least 3.4. In special cases, and with the consent of the instructor, students can petition the undergraduate studies committee for an exception to this rule. Undergraduate students are encouraged to consult with the instructor if they think a 5000-level course might fit their interests and program of study. Experience indicates that able undergraduate students generally perform well in 5000-level courses. Undergraduate students should not normally take a 5000-level course until they have completed at least 18 hours of course work and most of the core courses. Undergraduate enrollment in a 5000-level course is at the discretion of the instructor. Requirements and grading procedures in the 5000-level courses may differ for undergraduate students.

* Only 3 credits of SOC 4970 can count towards the major.
Dual-level Courses

Occasionally the department offers advanced-level courses that have a dual listing, e.g., SOC 3130/7130; and SOC 4053/8053. These courses have both undergraduate and graduate students with distinct requirements for each. Undergraduates enroll in the lower level courses.

Second Writing Requirements

Note that many 4000-level SOC courses and some 3000-level SOC courses can be used to meet the College’s Second Writing Requirement (SWR). Sociology courses meeting this requirement are usually marked as “meets SWR” in the Schedule of Courses and the departmental course listing. If courses are not marked, students should consult the instructor to see if a particular course meets the SWR.
THE MINOR IN SOCIOLOGY

Students not wishing to major in Sociology may find that some sociology background will be beneficial to the major they have chosen. The following is an overview of the minor in sociology.

**Course Requirements**

Sociology Minors are required to complete 18-hours (generally 6 classes) in the program. No more than 3 hours of SOC 4970 - Special Studies in Sociology may be included in the 18-hour requirement for the sociology minor.

As part of the 18 hours for the minor students must complete the following:

**SOC 1010-Introductory Sociology (3-hour course)**

The fundamental concepts and principles of Sociology as developed in the major fields of the discipline.

Minors should also complete 6 hours (normally 2 courses) at the 4000 or 5000 level. The remaining 9-hours (normally 3 courses) can be taken at any level.

Up to 3 credits of courses towards the minor may be taken outside of the Sociology Department. These include both courses from related fields at the University of Virginia and courses from another institution or a study abroad program, *provided that they are not counted toward a major*. All requests for credit transfer must be approved by the Director of Undergraduate Studies. Students planning to study abroad must get written pre-approval from the Director of Undergraduate Studies in advance of their travel.

**Grade Requirements**

All minors must maintain a minimum GPA of 2.0. Minor students must receive a grade of “C” or better in all courses that will be counted toward the minor requirements. If a student receives a “C-” or lower in any course to be counted towards the minor, they must retake the course or replace it with another course they have completed with a “C” or better.
Declaring a Minor in Sociology

Students wishing to minor in Sociology should obtain a Minor Declaration form from the Sociology Office and print a copy of the Academic Advisement report from SIS before meeting with a member of the Undergraduate Studies Committee. Office hours and contact information for the Committee members are posted in the Sociology Office, on the Undergraduate Studies Committee members’ office doors and on the web at: http://sociology.virginia.edu/people/faculty. You will be seen during the posted office hours on a first come, first serve basis. If you cannot come during the posted office hours, or if office hours are by appointment, contact the professor directly by e-mail or phone to set up a time when you can meet.

After your meeting with a member of the Undergraduate Studies Committee, you should bring all the forms to the Sociology Department’s main office. The Undergraduate Administrative Assistant will check the declaration form for completion and make a copy of the declaration form for your file. Once this is completed, students will be given the original as well as a copy of the declaration form. To finalize your declaration, the original needs to be taken to the College Registrar to be entered on SIS. You should keep the copy of the declaration form for your records.
THE DISTINGUISHED MAJORS PROGRAM (DMP)

In order to provide an enriched academic experience for highly motivated students, the Department of Sociology participates in the College’s Distinguished Majors Program (DMP). The DMP provides qualified students with the opportunity to design and carry out an original research project in Sociology over the course of two semesters. The central element of the program is the writing of a thesis under close supervision by a faculty member.

Admission to the Program

Eligibility and requirements:

- Students wishing to join the Program should be Sociology majors and have a cumulative GPA of 3.4 or higher. Students with a slightly lower GPA may be admitted, with the requirement that grades be raised by the time of graduation. Any student who completes the thesis but does not have the required GPA will receive a grade for SOC 4980/4981 but will not be able to graduate with distinction.

- Students are strongly urged to have completed (or be taking) SOC 3120, Sociology Research Workshop by the time they apply to the Program (see below for deadlines).

- Students enrolled in the DMP course must secure the agreement of a faculty member that he or she will take on the responsibility of supervising the thesis (generally within the first month of classes). The advisor will often be someone with whom the student has already taken a course (especially an upper-level course). Students can also look for a potential advisor by reviewing faculty members’ research and teaching interests on the Sociology website.

Deadlines and the application process:

Application materials include:

- A completed application form (available online and in the Sociology office);
- A brief statement of your research interests;
- An unofficial copy of your most recent transcript.

DMP applications should be submitted to the Sociology office in the semester prior to entering the DMP, i.e. the Spring semester of the student’s third year for those who start the DMP the following Fall.
**Requirements of the Distinguished Majors Program**

The DMP should be completed over two consecutive semesters, generally during the student’s fourth year (Fall and Spring of the 4th year). However, students may wish to begin the DMP in their 6th semester instead. The choice of the timeframe should be discussed with a faculty advisor.

**The DMP Thesis**

In addition to the general requirements for the sociology major, students in the DMP are required to write a thesis earning 6 credits over the course of two semesters. In the first semester of the DMP, students should register for SOC 4980, Distinguished Majors Thesis Research. In this course, students design and conduct their research under the supervision of a faculty advisor. In the second semester, students register for SOC 4981, Distinguished Majors Thesis Writing, and produce a finished thesis under the supervision of a faculty advisor. A full draft of the thesis is due to the faculty advisor in mid-April. The final thesis is due at the end of classes and will be graded by a member of the Undergraduate Committee in conjunction with faculty advisor.

Students who successfully complete the requirements of the DMP can graduate with distinction, high distinction, or highest distinction depending on the following: (1) grade for the thesis, (2) overall performance in the Sociology major, (3) overall College record.

The Department annually awards two prizes: The Commonwealth Prize for the Best Undergraduate Paper in a Sociology course, and the Prize for the Outstanding Distinguished Majors Thesis.

For more information, or to petition of any exceptions to the requirements of the DMP, contact the Director of Undergraduate Studies.

*NOTE: The College does not round GPAs, so students must have a firm 3.4 or higher to receive distinction.*
MISCELLANEOUS INFORMATION

Your Faculty Advisor

When you declare Sociology as a major, you will be assigned a faculty advisor. You may request a specific professor, but remember that since some faculty members already have more than their fair share of undergraduate advisees, it is not always possible to honor this request.

Once you are assigned a faculty advisor it is important to your success in the program to establish a personal relationship with him or her. Taking a course with your advisor is one good way to get to know him or her, especially if you can get into a small course. Another way to get to know your advisor is to go visit him/her during the posted office hours. Advisors can offer valuable advice about the program and other academic matters.

You will see your advisor each term during advising week to discuss your enrollment schedule and to have your SIS advising hold released for course registration. There are other occasions when you will need to see your advisor, so getting to know him or her is most beneficial.

Enrolling in a Course that is Restricted or Full

During registration (after early registration) there are many occasions when a course is full or restricted. In these cases students have the option of adding their names to the Waitlist via SIS. In special cases only, a student may meet with the instructor of the course to request entrance to the course via ad hoc permission in SIS. This course of action is not a guaranteed way of enrollment; the instructor of the course has complete discretion over allowing students into a course. It is always in your best interest to register early or place your name on the Waitlist in SIS if there is a course that you need or want to get into.

* The office hours of all faculty members in the Sociology Department are posted on their office door, in the main Sociology office, and on the Sociology website.
NOTE:

Enrollment in courses via course action forms will only be considered in emergency cases or as a last resort. Every effort must be made to enroll in a course via SIS before using a course action form.

Students should use the EDIT feature in SIS to switch sections of a lecture course. Using the SWAP feature drops a student from a course to replace it with a different course.

Dropped Enrollment in a Course

If a student does not appear at the first class meeting, and does not contact the instructor in advance, the Sociology Department and/or instructor reserves the right to cancel the student's enrollment in that course.

Warning Letters

The Department of Sociology sends out warning letters to those majors who do not meet the grade requirements in each of the courses taken to satisfy the major requirements.

The First letter sent is to let the student know that he/she has received at least one unsatisfactory grade* in a Sociology course. This letter is strictly a warning bringing to the student’s attention the unsatisfactory grade he/she received.

The Second letter is only sent to students who have received another unsatisfactory grade after receiving the first warning letter. This letter is a warning to let students know they are on the border line when it comes to their status in the Sociology department.

The Third letter is sent when a student has not met the grade requirements yet another time after receiving the first and second letters. The third letter is not a warning; this letter lets you know that you are being dropped from the Sociology Major. Once this letter is sent to you, you are no longer a major of Sociology and will not be allowed to continue your course of study in the department. Reminder: Students in the College of Arts & Sciences cannot graduate without completing a major.

* Students must earn a grade of “C” or above in all courses used to satisfy requirements for the Sociology major or minor.
Dropping Sociology Major or Changing Status in the Department

Sometimes students realize that Sociology is not exactly what they expected and decide to drop the major. If you decide that you want to drop Sociology for another major, we ask that you notify the Department to let us know you will no longer be participating in the Sociology major.

If you are a major and decide you want to change your status to a minor, when you fill out the paper work for the minor and bring it to the main office be sure to let the person you talk with know you are switching from a major to a minor. You should also do this if you are changing status from a minor to a major.

Applying for Graduation

All 4th years will receive information from the College regarding graduation procedures. Students need to officially apply for graduation via SIS. If you have any questions regarding your progress in the major, or what requirements you may still need to complete, you may contact the Undergraduate Administrative Assistant for help.

*Degree Applications are due:*

- no later than October 1 if the degree is to be conferred in January
- no later than February 1 if the degree is to be conferred in May
- no later than July 1 if the degree is to be conferred in August

Students Graduating in August or January

Sociology majors who graduate in August or January do not have a degree ceremony at those times. In the Spring of the following year you will receive an invitation to attend the May ceremony. You should reply to the invitation as soon as possible. Once we know you wish to attend the ceremony, then we will add you to the graduation e-mail list so that you will be kept up-to-date on everything you will need to know about the Sociology ceremony.
FURTHER EDUCATION AND EMPLOYMENT

Upon graduation, Sociology majors will find that their liberal arts education is useful in many different kinds of careers. The Sociology major develops general skills of practical value, especially the ability to think critically and broadly and to express ideas clearly. Sociology majors are also able to offer employers specific skills in data collection and analysis as well as a sensitive awareness of their social environment.

Most Sociology Majors work in private business or the public sector as managers and professionals. Recent graduates have gone directly from college to work for banks, retail firms, publishers, hospitals, federal agencies, social service organizations, and market research firms. Others have successfully pursued graduate training in business, law, social work, public administration, health administration, and sociology. Faculty advisors can offer valuable advice about graduate study and various careers. Please see the website for more information.

The University does not discriminate in any of its programs, procedures, or practices against any person on the basis of age, citizenship, color, handicap, national origin, political affiliation, race, religion, sex, sexual orientation, or status as a disabled veteran or veteran of the Vietnam era. The University operates equal opportunity and affirmative action programs for faculty, staff, and students. The University of Virginia is an Equal Opportunity/Affirmative Action Employer.
**Sociology Faculty:**

**Areas of Specialization & Degree Institution**

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<td>Fuchs, Stephan</td>
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