



Director of Undergraduate Studies Resource Guide

Following are links to information that Directors of Undergraduate Studies will find helpful when advising undergraduate students, as well as when proposing or revising academic degree programs. If you have questions about these topics, please contact Associate Dean [Rosie Hernandez](#).

Regular meetings of Directors of Undergraduate Studies are held to communicate information from the college and to facilitate discussion of issues and ideas related to student success and academic policy. Dates are announced at the beginning of each academic year. The college also communicates via a listserv for LAS Directors of Undergraduate Studies.

ACADEMIC ADVISING

[The LAS Academic Advising Center](#) is comprised of full-time professional academic advisors who are available to undergraduate students and serve as representatives of the Dean. Under the college's two-tiered academic advising model, students have at least two main contacts in the advising center to guide them in navigating their undergraduate academic career: their assigned college advisor and a departmental advisor. [LAS assigned advisors](#) support students from orientation to graduation and aid students' overall academic development and completion of degree requirements. [Departmental advisors](#) are available to assist students in navigating the requirements of specific majors or minors. In addition, LAS offers preprofessional advisors to facilitate students' completion of course requirements for [pre-health](#) and [pre-law](#) educational goals. LAS advisors share a single online student advising file, which contains advising notes, associated documents, and documented outreach. Students are able to schedule advising appointments online via <https://student.las.uic.edu>.

[LAS Academic Advising](#)

[LAS Departmental Advising](#)

[LAS Career Development and Major Exploration](#)

[LAS Pre-Law Advising](#)

[LAS Pre-Health Advising](#)

The [Office of Transfer Articulation and Degree Audit](#) provides valuable academic planning tools. The campus' new degree audit reporting system, uAchieve, has replaced DARSWeb. The downloadable [uAchieve Degree Audit Request Guide](#) provides step-by-step instructions on how to access uAchieve and run a degree audit.

STUDENT SUPPORT CENTERS AND PROGRAMS

[African American Academic Network \(AAAN\)](#)

[Arab American Cultural Center](#)

[Asian American Resource and Cultural Center](#)

[CHANCE Program](#)

[Counseling Center](#)

[Disability Resource Center](#)

[Gender and Sexuality Center](#)

[Latin American Recruitment and Educational Services Program \(LARES\)](#)

[Rafael Cintrón Ortiz Latino Cultural Center](#)

[Native American Support Program](#)

[TRIO Academic Support Program](#)

[Wellness Center](#)

[Women's Leadership and Resource Center](#)

TUTORING AND ACADEMIC SUPPORT

[ACE \(Peer Coaching Program\)](#)

[Economics Club Tutors/Mentors](#)

[Honors College Tutoring](#)

[Language and Writing Studio](#)

[Learning Resource Centers](#)

[Math and Sciences Learning Center](#)

[Writing Center](#)

EDUCATIONAL AND RESEARCH OPPORTUNITIES FOR STUDENTS

[LAS Internship Program](#)

[LAS Scholarships](#)

[Office of External Fellowships](#)

[Liberal Arts and Sciences Undergraduate Research Initiative \(LASURI\)](#)

[Honors Societies](#)

[Study Abroad Programs](#)

GUIDE TO COURSE PLANNING AND POLICIES

[Course Request System](#)

[Courses and General Education Approval](#)

[Three-year Drop of Unoffered Courses](#)

[Schedule of Classes and Courses Approval Deadlines](#)

GUIDELINES AND POLICIES FOR PROGRAM CREATIONS, REVISIONS, AND ELIMINATIONS

[Minimum Degree Credit Hour Requirements](#)

[Rules Governing the LAS Major](#)

[Rules Governing the LAS Minor](#)

[Definition and Guidelines for Degree Program Concentrations](#)

[Guidelines and Definitions for Certificate Programs](#)

[LAS Program Creation and Revision Procedure](#)

[Eliminating or Suspending an Academic Program](#)

[Levels of Governance for Program, Curricular, and Unit Proposals](#)

[Programmatic Approval Dates for AY 2018-2019, by Committee](#)

OFFICE OF THE DEAN OF STUDENTS

[Faculty & Staff Resources](#)

[Dealing with Disruptive Students](#)

[Assisting Students in Need](#)

[Consultation Services](#)

[Addressing Academic Misconduct](#)

[Addressing Behavioral Issues](#)

[Student Assistance and Support Referral Report](#)