

# Sociology Student Handbook



**Appalachian State University**  
**2024-2025**

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# Introduction & Contacts

Welcome to the Department of Sociology at Appalachian State University! A primary goal for our undergraduate sociology majors is to provide opportunities to develop the critical thinking skills necessary for analyzing and living in the complex social worlds we all inhabit. To this end, as you progress through the program you will acquire broad knowledge of the methodological and theoretical tools used by sociologists to study various dimensions of social life. You will also gain critical insight into specific substantive areas, such as aging, health, crime, families, politics, social movements, and social inequalities.

Sociology is typically defined as the scientific or systematic study of human social behavior. The focus is on human relationships in various groups and social settings. The subject matter ranges from intimate families to hostile mobs, from crime to religion, from divisions by race, gender, and social class to the shared beliefs of a common culture.

## Undergraduate Program Leadership and Support

**Dr. Cameron D. Lippard** ([lippardcd@appstate.edu](mailto:lippardcd@appstate.edu)) joined the faculty of Appalachian State University in 2007 and currently serves as the Chair of the Department of Sociology. Dr. Lippard oversees department operations, budget, and curriculum. He also serves on the Internship Proposal Committee.

**Dr. Amy Dellinger Page** ([pagead@appstate.edu](mailto:pagead@appstate.edu)) joined the faculty of Appalachian State in 2004 and currently serves as Undergraduate Programs Director. Dr. Page advises all new majors, responds to general inquiries from students and faculty about advising, and updates curricular information. She also serves on the Internship Proposal Committee.

**Dr. Matthew Wright** ([wrightmr@appstate.edu](mailto:wrightmr@appstate.edu)) joined the faculty of Appalachian State in 2017 and serves as the Honors Coordinator for the department. Dr. Wright invites students to participate in the honors program, approves honors thesis proposals, and supervises students throughout the honors process.

**Dr. Joseph Jakubek** ([jakubekjt@appstate.edu](mailto:jakubekjt@appstate.edu)) joined the faculty of Appalachian State in 2019 and serves as the Internship Coordinator. Dr. Jakubek assists students in finding internship opportunities, developing internship proposals, and registers students for the internship course.

**Ms. Jennifer Coffey** ([coffeyjgl@appstate.edu](mailto:coffeyjgl@appstate.edu)) is the Office Manager for the Department of Sociology. She has worked at Appalachian State since 2011, and is responsible for processing forms and paperwork for department operations.

## **Addressing Conflict or Answering Questions**

Part of professional preparation is teaching students how to appropriately address or resolve conflicts. This is commonly referred to as the “chain of command” or department reporting structure. In most circumstances, you should first address conflict with the specific person and try to come to a resolution.

Students who experience challenges with faculty in their coursework are strongly encouraged to first reach out to the faculty member via email and/or meeting in person to attempt resolution. If the matter cannot be resolved with the faculty member, they should contact the Department Chair, Dr. Cameron Lippard.

Students who have questions about coursework and requirements related to advising should first meet with their department faculty advisor (listed in Degree Works). If they still have questions or need additional assistance, they should reach out to the Undergraduate Programs Director, Dr. Amy Dellinger Page.

## **Student Representatives and Liaisons**

Students can also be mentors and advocates for one another. *However, information about advising and course scheduling should always be confirmed with your academic advisor or the Undergraduate Programs Director to ensure accuracy.* The current student leadership and their contact information are provided below. Later in the document, there is a description of these groups and how you can get involved.

### **Soc Club**

**President:** TBA

The club president facilitates activities, delegates responsibilities to the rest of the officers and club members, and presides over meetings.

**Vice President:** Ella Kuhn; [kuhnel@appstate.edu](mailto:kuhnel@appstate.edu)

The vice president assists the president and fills in their duties when they are unavailable.

**Secretary:** TBA

The secretary is responsible for the logistical aspects of administering the club.

**Treasurer:** TBA

The treasurer tracks the club’s budgets, administers funds, and ensures solvency.

**Public Relations Manager: TBA**

The PR Manager advertises club meetings and events, engages current and prospective members, and shares the fun had at Sociology Club via social media accounts.

# Mission Statement, Learning Goals, & Available Degrees

**Mission of the Sociology Department**

The mission of the Department of Sociology is to promote scientific understandings of social life through teaching, scholarship, and service. By providing rigorous training in disciplinary methods and theories, coupled with a diversity of substantive concentrations and educational experiences, we develop robust sociological imaginations and critical thinking in our students. By encouraging and supporting scholarly research and activities by our faculty, we further the development of sociological knowledge and its application to important social issues. Through a variety of service activities at the local, regional and national levels, we model for our students and others the importance of responsible community engagement. (Adopted 2/21/2018)

**Learning Goals and Outcomes**

GOAL 1. Students should understand the sociological perspective and the foundational concepts/elements of sociology.

- Learning Outcome 1-A: Students will describe the sociological perspective and other concepts such as social structure, stratifications, and social change and how they apply to social reality.
- Learning Outcome 1-B: Students will compare/contrast sociology with other social sciences.
- Learning Outcome 1-C: Students will describe key sociological theories.
- Learning Outcome 1-D: Students will describe key sociological methods.

GOAL 2. Students should understand and apply sociological theories.

- Learning Outcome 2-A: Students will move beyond folk explanations of social phenomena and identify and differentiate theoretical orientations in sociology.
- Learning Outcome 2-B: Students will critically evaluate theoretical orientations.
- Learning Outcome 2-C: Students will systematically apply sociological theories and concepts to at least one area of social life.

- Learning Outcome 2-D: Students will effectively use sociological theories and evidence to suggest solutions to social problems.

GOAL 3. Students should understand, evaluate, and use a variety of methods in sociology.

- Learning Outcome 3-A: Students will identify major methodological approaches and their logics.
- Learning Outcome 3-B: Students will critically evaluate and interpret empirical research.
- Learning Outcome 3-C: Students will recognize ethical issues in research.
- Learning Outcome 3-D: Students will design and implement a research study and articulate rationales for choices made.

GOAL 4. Students should understand, analyze, and evaluate social scientific data.

- Learning Outcome 4-A: Students will identify the assumptions and limitations of research findings.
- Learning Outcome 4-B: Students will be able to critically assess the empirical sociological research of others.
- Learning Outcome 4-C: Students will apply disciplinary standards for data analysis, both quantitative and qualitative.
- Learning Outcome 4-D: Students will analyze data using the most appropriate procedures to answer a research question.

GOAL 5. Students should use sociological knowledge to inform policy debates and public understandings of social issues.

- Learning Outcome 5-A: Students will express sociological ideas in a clear and coherent manner in both written and oral communication.
- Learning Outcome 5-B: Students will demonstrate informational, technological, and quantitative and qualitative data literacies.
- Learning Outcome 5-C: Students will apply a sociological framework to applied settings, the communities in which they live and work, and the broader society.

(Adopted 9/11/2019)

## **Sociology Undergraduate Degrees and Concentrations**

### **Bachelor of Arts in Sociology**

This degree is excellent preparation for graduate or professional study. The B.A. degree requires intermediate-level proficiency in a language other than English. Intermediate-level proficiency is demonstrated by successful completion of an intermediate

level language course. The B.A. degree also requires completion of the core sociology courses (Soc 1000, Soc 3885, Soc 3895, Soc 3950, Soc 3960, Soc 4390, and Soc 4450) with a minimum grade of C, and successful completion of Soc 2001. Students must also choose, with assistance of their advisor, 18 hours of sociology elective hours, with 12 of those hours at the 3000-4000 level. Finally, the B.A. degree requires a minor in another discipline. If a student has a double major, the second major counts as the minor. No additional minor is required.

### **Bachelor of Science in Sociology**

This degree is excellent preparation for graduate or professional study in a more specialized field within sociology. Students who pursue this degree will select one of the following concentration areas for further study: Applied Research Methods, Criminology, Families and Intimate Relationships, Health and Aging, Individually Designed (requires department approval), Power and Social Control, or Social Inequalities. The B.S. degree also requires completion of the core sociology courses (Soc 1000, Soc 3885, Soc 3895, Soc 3950, Soc 3960, Soc 4390, and Soc 4450) with a minimum grade of C in addition to successful completion of Soc 2001. The B.S. degree also requires the successful completion of Soc 4900 Internship.

# Academic Integrity & Other University Policies

## **University Academic Policies and Procedures [Academic Integrity](#)**

Appalachian State University's Academic Integrity Code is designed to create an atmosphere of trust, respect, fairness, honesty and responsibility. All members of the Appalachian State University community are responsible for promoting an ethical learning environment.

The Honor Pledge is a cornerstone of the University's Academic Integrity Code and serves as a reminder of the University's commitment to academic integrity.

Students of the University agree to abide by the following standards as defined by this Code:

1. Students will not lie, cheat, or steal to gain academic advantage.
2. Students will oppose and report every instance of academic dishonesty.
3. Students will not unfairly further their own academic performance.

### **Students attending Appalachian State University Pledge:**

*“I pledge on my honor that I have not violated the Appalachian State University Academic Integrity Code.”*

### **Violations of Academic Integrity**

**Cheating.** Using, attempting to use, or giving unauthorized assistance or materials in an effort to gain academic advantage.

**False Information.** Providing false academic information in any form, regardless of communication method (e.g., e-mail or other electronic communication), with the intent to deceive or mislead.

**Misuse of Academic Materials.** Acquiring, stealing, damaging, or sharing academic materials without a faculty member’s or student’s consent, for the purpose of gaining an academic advantage.

**Multiple Submissions.** Submitting an assignment more than once, either from a current or prior course, without the consent of all involved faculty members.

**Plagiarism.** Presenting the words or ideas of another as one’s own words or ideas.

### **Attendance**

It is the policy of Appalachian State University that class attendance is an important part of a student's educational experience. Students are expected to attend every meeting of their classes and are responsible for class attendance. Since attendance policies vary from professor to professor, students should refer to the course syllabus for detailed information. Regardless of what reasons there may be for absence, students are accountable for all academic activities, and faculty may require special work or tests to make up for the missed class or classes.

In addition, faculty members are required to make reasonable accommodations for students requesting to miss class due to the observance of religious holidays. All AppState students are allowed a minimum of two absences per year for religious observances. Up to two absences for such observances will be excused, without penalty to the student, provided that the student has informed the instructor in the manner specified in the syllabus. Notice must be given by the student to the instructor before the absence occurs and no later than three weeks after the start of the semester in which the absence(s) will occur. Arrangements will be made to make up work missed by these religious observances, without penalty to the student. For the purposes of this policy, AppState defines the term "religious observance" to include religious holidays, holy days, or similar observances associated with a student's faith that require absence from class.

Faculty, at their discretion, may include class attendance as a criterion in determining a student's final grade in the course. On the first day of class, faculty must inform students of their class



attendance policy and the effect of that policy on their final grade; both policies must be clearly stated in the class syllabus.

A student who does not attend a class during one of its first two meetings may, at the discretion of the academic department, lose their seat in that class. Further, if a class meets only one time per week—e.g., a laboratory or an evening class—the student must attend the FIRST meeting of that class or risk losing their seat.

When a student is out of town and unable to return to campus due to hospitalization, death in the family, or other extenuating circumstances, the student or the student's parents may contact the Office of the Dean of Students to request that professors be notified as to the reason for the absence. This notification is conveyed to the appropriate departmental office as a matter of information only and does not serve as an official excuse for class absence. Only individual faculty members make this determination, and documentation may be requested by the faculty members. The Office of the Dean of Students does not provide this service when notification is received after the absence has occurred. Also, if a student is in town, that student is responsible for notifying the individual faculty members that they will be missing class.

### [Course Engagement](#)

In its mission statement, Appalachian State University aims at "providing undergraduate students a rigorous liberal education that emphasizes transferable skills and preparation for professional careers" as well as "maintaining a faculty whose members serve as excellent teachers and scholarly mentors for their students." Such rigor means that the foremost activity of Appalachian students is an intense engagement with their courses. ***In practical terms, students should expect to spend two to three hours of studying for every hour of class time. Hence, a fifteen-hour academic load might reasonably require between 30 and 45 hours per week of out-of-class work.***

### [Office of Access and Equity: Title IX Compliance and Mandatory Referrals](#)

**Mandatory Referral Obligation:** The Department of Education's Office for Civil Rights (OCR), which puts forth guidance for educational institutions in meeting their Title IX obligations, states that any "Mandatory Reporter" that knows or should have known about possible sexual harassment (including sexual violence), must report to ensure the institution can eliminate the harassment, prevent its recurrence, and address its effects.

**Title IX Mandatory Reporters:** The following employees are required to report any information that may indicate the occurrence of Prohibited Conduct based on the Protected Status of gender, gender expression, gender identity, sex, or sexual orientation to Equal Opportunity: Faculty, Athletics Coaching Staff, Office of Human Resources Staff, University Housing Staff, and any University staff with supervisory responsibility.

Please visit <https://titleix.appstate.edu> or call (828) 262-2144 for more information or follow us on Instagram @Appstatetix.

### Credit Hour Loads

Most advisors recommend 15-16 hours each semester. With careful planning, this means you should be able to graduate in four years unless you have to repeat courses, or unless you changed majors late in your course of study.

You must take at least 12 hours to be a full-time student, and the maximum you can take without special permission is 18 hours.

In summer school, a full-time load is 6-7 hours per summer session.

### Course Drops and Repeats

#### Drops

- a. Students may drop courses without penalty the first five days of the semester.
- b. Students may drop a course up to the 9<sup>th</sup> week of classes. Students receive a WC for a class dropped during this period.
- c. After the 9<sup>th</sup> week deadline, drops can only be processed when there are extenuating circumstances (documentation is required).
  - i. These circumstances generally count: death of immediate family member, serious accidents, AppState health services recommends a reduction in course hours; a documented family crisis.
  - ii. The following do ***not*** count as extenuating circumstances: changing majors/minors, poor performance, dislike of the course, work schedules, class is too difficult.
- d. Students can drop up to four courses over their careers at AppState. Courses dropped during the drop/add period do not count against this number.

#### Repeats

- a. You may only earn credit hours once per course, regardless of the number of times the course is taken. (A few courses are repeatable for credit if the content changes. These are indicated in the [Undergraduate Bulletin](#) course descriptions.)
- b. If you repeat a course that you originally passed and fail that repeat, you will lose ALL credit for the course.
- c. If you already have credit for a course at AppState, you cannot take the course again at another institution and transfer it to AppState.

## Grade Forgiveness

The first four courses you repeat will ***automatically*** be processed as grade forgiveness courses. You will not have to complete a form to have your first grade excluded from your GPA calculation.

- a. If you have already used some "repeats" as grade forgiveness, this does not mean you get four more! You will only be allowed 4 total, so if you have already used 2, you will have only 2 more.
- b. If you don't want to have a course repeat automatically processed as a grade exclusion, you must complete a form before the end of the Drop/Add period for the term (1st five days in fall/spring; 1st or 2nd day in summer). You can find the [Grade Forgiveness Exception form](#) [PDF] on the [Forms](#) page.

Grade forgiveness can be used only once per course. Only courses taken at Appalachian are eligible for grade forgiveness. Grade forgiveness may not be used on courses that have changed their content or credit hours. Questions may be directed to the Records Area of the Registrar's Office at (828) 262-2096.

## Withdrawals

Current students who find it necessary to ***withdraw from the current semester/term*** (i.e., unenroll from all classes once the semester/term has started) should complete the [Withdraw from the University form](#) on the Registrar's website. This form must be completed during the official university withdrawal period as noted on the academic calendar. Once you have submitted the electronic form, your information is automatically forwarded to the Registrar's Office for processing and you will be assigned W grades in all registered courses. [Readmission](#) is required upon returning except when the student is dropping during a summer term(s).

For withdrawal requests after the official withdrawal period has passed, students should review the policy and process for submitting a [late withdrawal request for extenuating circumstances](#). All requests for late withdrawal, including the required supporting documentation, are reviewed by a university committee.

## Returning after time away from campus

Students who do not enroll at the University in a fall or spring term must [apply for readmission](#) if they later decide to return. It is recommended that students visit the Office of the Registrar's website early after deciding to return to be aware of applicable deadlines. If you have questions about the readmission process, please contact the Registrar's Office at (828) 262-2050 or [readmission@appstate.edu](mailto:readmission@appstate.edu)

## Academic Probation and Suspension

Undergraduate students must earn, as a minimum, a 2.0 cumulative grade-point average (GPA) to continue at Appalachian in good academic standing. Failure to earn a minimum grade-point average of 2.0 will automatically place the student on academic probation during the fall or spring semester that follows. (Note: The cumulative grade-point average earned at Appalachian is computed ONLY on the basis of coursework taken at Appalachian; i.e., grades earned on coursework taken at other collegiate institutions or by correspondence are not computed in or allowed to affect the grade-point average at Appalachian, and therefore not used to determine academic standing.)

A student whose cumulative GPA is below the required minimum is placed on academic probation. Each student is permitted two regular terms (fall, spring) of academic probation. If the student has used both probation terms and again fails to meet the required cumulative GPA, the student will be suspended from further enrollment during the fall and spring terms. The student may, however, attend summer school at Appalachian. Students who raise their cumulative GPA to the required minimum during the summer term(s) will be permitted to return in the regular sessions.

Probation status related to academic performance is indicated on the grade report as follows:

- Academic Probation - First Probation Term
- Continued Probation - Second Probation Term
- Academic Suspension - Ineligible to Return Fall/Spring terms

Since the Academic Probation Warning is not punitive in terms of a students' academic record, there is no appeal process. The purpose of the warning is to ensure that students are informed that continued failure to meet expected Satisfactory Academic Progress (SAP) ratio could have future consequences in terms of their GPA and financial aid eligibility. The SAP ratio compares cumulative earned credit hours to cumulative attempted credit hours and the threshold for good SAP standing is 67%. More information can be found under the [Fostering Undergraduate Student Success page](#).

# Financial Aid, Scholarships, Assistantships & Study Abroad

Generally speaking, financial aid can only be used for courses required for your major (this includes courses that are options and courses to fulfill your minor if completing your BA degree).

**IMPORTANT: If you are a student who is double majoring, you must NOT complete one major before the other! Speak with your academic advisor, financial aid advisor, or the Undergraduate Programs Director to ensure you will continue to be eligible for financial aid.**

Summer sessions are not always included in financial aid coverage. More information about financial aid for summer can be found [here](#).

### **Scholarships and Research Assistantships**

The Department of Sociology offers several scholarships and assistantship opportunities to eligible students. These opportunities include:

#### **Department Academic Scholarships**

##### **Ann Louise Page Scholarship in Sociology**

The Ann Louise Page Scholarship is a \$1000 award recognizing outstanding research efforts and strengths of a sociology major. Awarded on a rolling basis, these funds are awarded directly to the scholarship recipient.

##### **Albert and Maxine Hughes Scholarship in Sociology**

The Albert and Maxine Hughes Scholarship was established to recognize Dr. Albert Hughes' 30 years of teaching and service to both the Department of Sociology and Appalachian State University. The scholarship provides tuition assistance to rising sociology seniors who display academic excellence and regular involvement in service or volunteer activities beyond academic accomplishments.

##### **Janice Rienarth Endowment for Sociology**

The Janice Rienarth Endowment for Sociology was established to ensure Dr. Rienarth's passion for civic engagement and higher education are carried forward. The scholarship recognizes her 42 years of teaching and service to the Department, Appalachian State University and the larger community. The scholarship provides tuition assistance to rising sociology seniors who display academic excellence and are pursuing a career in higher education or the nonprofit sector.

#### **Research Scholarships and Assistantships**

##### **Ann Louise Page Fund for Undergraduate Research**

The Ann Louise Page Fund for Undergraduate Research provides up to \$1000 to support an outstanding Sociology major conducting original research. Awarded on a rolling basis,

these funds are managed by the department (similar to a grant) for approved expenditures related to the original research. Funds may be used to support activities such as, but not limited to: interview transcription, travel for research, compensation for study participants, and other research-related costs.

### **Research Assistantships**

University Research Assistantships offer highly motivated undergraduate students the opportunity to work closely with a faculty mentor on the faculty member's research, scholarship, or creative activity. Students should first consult with the faculty member whose research is of interest to the student to determine the availability of a research assistantship. The faculty member, in consultation with an interested undergraduate student, is encouraged to submit an application for a University Research Assistantship. These are paid assistantships run through the university. Awards are competitive and based on the merit of the application as determined by a review committee.

There are also opportunities for students to complete this work and receive course credit through Soc 3890 or to be paid through an internal or external grant received by the faculty member. Please note that Soc 3890 Research Assistance is a one credit course that can be taken up to three times (for a total of three credit hours).

### **Study Abroad**

Appalachian State offers many international study abroad opportunities that are certified through the Office of International Education and Development (OIED) ([international.appstate.edu/](http://international.appstate.edu/)).

Different types of programs are available to students, including Faculty-Led Programs, Appalachian Exchange Programs, ISEP Programs, Affiliate Study Programs, Dual Degree Programs, Summer Partner Programs, International Internships, International Student Teaching, International Independent Study Programs, International Service Learning, and External Study Abroad Programs. For more information on program types, see the Program Types webpage on the OIED website: [international.appstate.edu/education-abroad/starting-process/program-types](http://international.appstate.edu/education-abroad/starting-process/program-types).

Students interested in opportunities abroad are encouraged to attend a Study Abroad 101 workshop offered by OIED. This workshop will help you choose a program that best suits your professional and personal interests and give you access to helpful resources. More information on Study Abroad 101 workshops can be found here:

[international.appstate.edu/education-abroad/starting-process/study-abroad-101](http://international.appstate.edu/education-abroad/starting-process/study-abroad-101)

OIED also provides information on international programs based on specific majors, with sociology-specific opportunities discussed here:

[international.appstate.edu/education-abroad/academics/programs-by-major/sociology](http://international.appstate.edu/education-abroad/academics/programs-by-major/sociology)

## Advising & Departmental Honors

### Department Advising Process and Information

The College of Arts and Sciences requires that all students be advised as they pursue their program of study at Appalachian State University. The Department of Sociology utilizes faculty advisors who meet with students prior to registration (April and November) to discuss course requirements and progress toward the degree; providing information necessary for course registration; and dealing with other issues pertaining to the student's program of study. Overall, it is the advisor's role to provide the student with advice and information regarding university and departmental academic requirements. *Ultimately, however, the student is responsible for understanding and completing all requirements necessary for degree completion.*

*Meeting with the faculty advisor is required each semester in order to receive the PIN for registration, as PINs change each semester. Advising is also required for readmission after time away.* The relationship between faculty advisors and students is typically multidimensional and may entail advice or suggestions about:

- potential internship placements,
- upper-level coursework choices,
- BA course suggestions,
- career development,
- graduate school options,
- department and university policies and processes, and
- campus resources.

Each March and October, faculty advisors will reach out to their assigned advisees to schedule advising sessions prior to the registration period. Priority registration begins the closest business day to April 1 and November 1. Faculty typically allow two weeks for advising sessions. *Students should check their emails diligently during these times and schedule an appointment with their advisor to ensure they are registered for the appropriate courses in a timely manner. Failure to do so may result in not being able to take courses on time, which may delay meeting graduation requirement.*

The advising process should be a dynamic conversation between students and faculty. Students are expected to review, update, and bring their four-year guide or transfer guide to each advising session.

Students may seek advice and assistance from the **Undergraduate Programs Director, Dr. Amy Dellinger Page** ([pagead@appstate.edu](mailto:pagead@appstate.edu)).

## Departmental Honors Program

The Department of Sociology offers an honors program that provides motivated students the opportunity to pursue an intellectual experience above and beyond those available within the general sociology curriculum. The program consists of nine hours of disciplinary credit work, including two sociology honors courses and completing an honors research thesis.

Through the honors program, students have the opportunity to work closely with sociology faculty members to conduct independent research in their areas of interest and will leave the program well-prepared for post-graduate training. Benefits of the program include deeper investigation of topics of interest, enhanced research training, personalized faculty mentorship, and the development of a writing sample, all of which will provide students with a leg up both in graduate school admissions and on the job market.

Students are invited by the Honors Coordinator to apply for the departmental honors program upon completion of Soc 3885 Research Methods with an overall GPA of at least 3.4. Upon invitation, interested students must submit an application and writing sample for consideration. Applications will be reviewed by the Departmental Honors Director and Department Chair.

For more information about department honors, contact the Honors Coordinator, Dr. Matthew Wright (wrightmr@appstate.edu or 828-262-6390) or visit the Honors pages on the Department of Sociology's website: [soc.appstate.edu/academics/sociology-honors-program](http://soc.appstate.edu/academics/sociology-honors-program).

For questions about honors, see the AppState's Honors College website: [honors.appstate.edu](http://honors.appstate.edu).

# Major Sequencing, Internships & Graduation

## **Sociology Major Course Sequencing**

Soc 2001 Sociological Pathways is a required course for all sociology majors. This one credit course is designed to provide baseline advising and help students prepare for post-graduation, whether that involves seeking a career or attending graduate school. Documents needed for the major will be introduced during the course. Ideally, this course should be completed during semester three, four, or five.

All new majors are also strongly encouraged to take Soc 3885 Research Methods and Soc 3950 Classical Sociological Theory by or during their first semester of junior year. As a reminder, **ALL**



core courses (Soc 1000, Soc 3885, Soc 3895, Soc 3950, Soc 3960, Soc 4390, and Soc 4450) require a grade of “C” or higher to move onto the next course in the sequence. A grade of “C-” or below will have to be retaken prior to taking the next level course and in order to meet graduation requirements.

**NOTE:** Core courses (with the exception of Soc 1000) are not offered during the summer semesters. In addition, these courses are prerequisites for the next course in the sequence, and are therefore not permitted to be taken at the same time. Again, Soc 2001 Sociological Pathways should be taken during semester 4, 5, or 6.

### **Sociology Internships**

Internships are a requirement for the Bachelor of Science in Sociology degree and an option for the Bachelor of Arts in Sociology degree. Internships can be completed with qualified organizations anywhere around the country and many international internship opportunities are offered through the Office of International Education and Development.

Internships can be completed in fall, spring, or summer semesters. The fall and spring semesters offer a full 15 weeks for students to complete the required on-site hours, while summer sessions only offer either 5 or 10 weeks to complete required on-site hours. Students should be aware of the reduced number of weeks to complete required on-site hours in summer sessions. The number of on-site hours required is determined by the number of student credit hours that the internship will earn.

**NOTE:** Students cannot begin an internship until they have completed at least 18 hours in sociology courses and have senior standing (earned 90 credit hours overall). They also must hold a minimum overall and major GPA of 2.0, and have successfully completed SOC 4390: Applied Sociology Seminar with a minimum final grade of “C”. All proposals must be reviewed and approved by the Internship Proposal Committee, which is composed of the Internship Coordinator, the Undergraduate Programs Director, and the Department Chair.

General information regarding the internship process, requirements, and guidelines for finding positions with qualified organizations can be found on the internship pages of the Department of Sociology website: [soc.appstate.edu/academics/internships](http://soc.appstate.edu/academics/internships)

Information regarding international internships through the Office of International Education and Development can be found on the OIED internship website: <https://international.appstate.edu/education-abroad/starting-process/internships>

## Graduation and Commencement

**Graduation** occurs once a student *completes* all degree requirements (Gen Ed, major(s), minor(s), certificate(s), internship, incomplete grades, etc.). Graduation only occurs in May, August, and December each year.

**Commencement** is the ceremony where students celebrate their achievements. Commencement occurs in May and December each year.

Students must apply for graduation for the term in which they will graduate, **NOT** the term in which they will participate in commencement. This should be done at least one semester before planning to graduate to ensure any shortages are identified and can be met on time.

**Students must complete 120 hours, all required coursework with the requisite grade, and have an overall and major GPA of 2.0 in order to graduate.**

# Student Organizations

## **Sociology Club**

The **Sociology Club** is a student-led organization devoted to service learning, fundraising, discussion of social issues, and hosting events for the betterment of students inspired by the discipline of sociology. This organization also works to encourage student involvement in various social issues and an active engagement in scholarship on and off campus. Finally, this club provides camaraderie to assist in developing a better sense of community and support in and outside of academic life.

If you are interested in receiving more information about the club or being added to the Sociology Club listserv, email the faculty advisor: Dr. Elizabeth Trudeau at [trudeaueh@appstate.edu](mailto:trudeaueh@appstate.edu).

More information about the Sociology Club can be found below.

Engage: <https://engage.appstate.edu/organization/sociology-club>

Instagram: <https://www.instagram.com/appstatesocclub/>

Facebook: <https://www.facebook.com/groups/250676423324677>

## **Alpha Kappa Delta (AKD)**

**Alpha Kappa Delta (AKD)** is the International Sociology Honor Society. Membership is open to undergraduate students, graduate students, and faculty members from active chapters. Currently, there are more than 115,000 members in Alpha Kappa Delta and over 650 chapters.

If you are interested in membership, then please contact Appalachian State University's Chapter Representative: Dr. Anastacia Schulhoff: [schulhoffam@appstate.edu](mailto:schulhoffam@appstate.edu)

Appalachian State University boasts 400+ student clubs and organizations. A complete list of clubs and organizations can be found here:

<https://appstate.campuslabs.com/engage/organizations>

### **Regional and National Sociological Associations**

American Sociological Association: [www.asanet.org](http://www.asanet.org)

North Central Sociological Association: [www.ncsanet.org](http://www.ncsanet.org)

Association of Applied and Clinical Sociology: [www.aacsnet.org](http://www.aacsnet.org)

Pacific Sociological Association: [www.pacificsoc.org](http://www.pacificsoc.org)

Association of Black Sociologists: [www.blacksociologists.org](http://www.blacksociologists.org)

Sociologists for Women in Society: [www.socwomen.org](http://www.socwomen.org)

Mid-South Sociological Association: [www.midsouthsoc.org](http://www.midsouthsoc.org)

Southern Sociological Society: [www.southernsociologicalsociety.org](http://www.southernsociologicalsociety.org)

Eastern Sociological Society: [www.essnet.org](http://www.essnet.org)

Midwest Sociological Society: [www.themss.org](http://www.themss.org)

Rural Sociological Society: [www.ruralsociology.org](http://www.ruralsociology.org)

Society for the Study of Social Problems: [www.ssspl.org](http://www.ssspl.org)

New England Sociological Association: [www.nesaonline.org](http://www.nesaonline.org)

Southwestern Sociological Society: [www.sssaonline.org/sociology.html](http://www.sssaonline.org/sociology.html)

North Carolina Sociological Association: <https://ncsociologyassoc.org/>

## **Student Resources**

There are many resources available for students on campus. While the following is not an exhaustive list, these are the most commonly-accessed resources. Please feel free to reach out to your faculty advisor, the Undergraduate Programs Director (Dr. Page), or the Department Chair (Dr. Lippard) if you have any questions.

### **Academic Advising**

Academic Advising will challenge and support students who have not yet declared a major in the identification and achievement of their educational goals, as well as in their development as independent thinkers and learners.

### **AppState Alert**

AppState-ALERT is the Appalachian State University 24/7 emergency messaging system. Using a combination of text messaging, voice messaging, the siren warning system, email and web

technologies, AppState-ALERT is designed to provide Appalachian students, faculty and staff members with timely information in the event of a campus emergency.

### [AppState Emergency](#)

Access emergency information related to campus safety. The emergency preparedness sites and emergency preparedness programs are all a service of the Appalachian State University Office of Environmental Health, Safety and Emergency Management (EHS&EM).

### [Career Development](#)

The Career Development Center serves all students and alumni pursuing various future professional endeavors. Their services include resume reviews, career coaching, job and internship search assistance, and other tools to achieve life and professional success.

### **Look Smart Career Clothing Closet**

The *Look Smart Career Clothing Closet* is a great place for students to pick up some FREE professional clothing. If you're planning to attend some of our [upcoming career fairs](#), are meeting an employer, or gearing up to start a new job, make sure you stop by the Career Development Center and browse our selection so you can look your best! We have shirts, slacks, blazers, skirts, dresses, and more in all shapes, colors, and sizes.

### [College of Arts and Sciences Advising and Support Services Hub \(CASSH\)](#)

The College of Arts and Sciences Advising and Support Services Hub (CASSH) is located on the first floor of I.G. Greer Hall. The Advising office is staffed by professional advisors and records specialists who serve current and prospective students, as well as faculty and staff in the College of Arts and Sciences at Appalachian State University. Students are encouraged to visit the office for assistance with academic planning and questions, registration and senior checks.

### [Counseling Center](#)

The Counseling and Psychological Services Center supports the mission of Appalachian State University and the Division of Student Affairs in the academic, vocational, emotional, social and cultural development of students. The goal of the Counseling Center is to assist the University community in maximizing the personal growth and development of its members.

### [Grievance & Appeal Policies](#)

Appalachian State University provides several means by which student complaints and grievances may be addressed. Concerns should be expressed as soon as possible after the event occurs; some of the procedures have specific deadlines for filing grievances or complaints.

## **Health Services**

The Mary S. Shook Student Health Service is a primary care ambulatory campus health clinic helping meet the needs of Appalachian State University students.

## **Mary's Food Pantry**

In memory of Dr. Cameron Lippard's mother, Mary Tadlock, who passed away in 2021, Mary's Food Pantry is a free food pantry available to all sociology majors managed by the Department of Sociology. Contact the Department of Sociology's office manager, Jennifer Coffey, for more information on available products and pickup opportunities.

## **Mountaineer Food Hub and Free Store**

The Mountaineer Food Hub and Free Store is managed by The Office of University Sustainability and offers food and consumption assistance to all students, staff, and faculty. The food hub provides staple foods, fresh produce, bread, breakfast items and personal care products. The free store carries interview clothing, winter gear, school supplies, household items and various other goods. The main location is on the bottom floor of East Hall, with satellite locations in Belk Library, Broyhill School of Music, Reich College of Education, Garwood Hall, the Leon Levine Health Sciences building, Rankin Science, and additional student access in DD Dougherty hall.

More information about available products and hours of operation can be found on the Mountaineer Food Hub and Free Store website: [sustain.appstate.edu/initiatives/food-pantry](https://sustain.appstate.edu/initiatives/food-pantry)

## **Office of Disability Resources**

Appalachian State University is committed to providing an inclusive experience, accessible learning environments and equal opportunity to individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Individuals needing reasonable accommodations should contact the Office of Disability Resources (828.262.3056 or [odr.appstate.edu](https://odr.appstate.edu)).

## **Student Learning Center**

Through individual and small group instruction, the Student Learning Center helps students develop integrative thinking skills, interdependence, and self-authorship so that they may become lifelong learners and contribute in a positive way to their communities and to this region. In particular, the Learning Assistance Program provides academic services to students who face unique challenges, such as student athletes, first-generation students, low-income students, non-traditional students and students with disabilities.

### Student Legal Clinic

The Student Legal Clinic provides free legal advice, information and referrals provided by a licensed attorney. A partner program of the Off-Campus Student Services, the Student Legal Clinic provides information and resources to support student success. The goals of this clinic include:

- To provide information that will help students make appropriate decisions
- To teach students problem solving tools and strategies
- To develop community relationships that benefit students
- To strengthen the connection between off-campus students and campus and community resources

### University Ombuds Office

The University Ombuds Office provides an independent, confidential environment for faculty, staff and students of the Appalachian community to discuss campus related concerns or problems. The Ombuds Office holds the identity and all communications with those seeking assistance in strict confidence, and does not disclose confidential communications unless given permission to do so, except as required by law or where, in the judgment of the Ombuds, there appears to be imminent risk of serious harm.

This assistance, which is provided at no cost, includes the following: listening to concerns; brainstorming and assessing options; providing coaching; helping gather information about resources and referrals; facilitating difficult discussions; and conducting informal conflict resolution.

### University Writing Center

The University Writing Center is a free resource available to all Appalachian State University students and faculty as well as members of the Boone community. Their consultants are experienced writers and attentive readers who will work with you one-on-one to assist with any aspect of the writing process.

### **Departmental Resources for Students**

- Department of Sociology Computer lab and printing (CW 203-A)
- Study carrels (CW 204 alcove)
- Reference library (CW 204 alcove)
- Bulletin Boards and Information Monitors (CW 2nd floor hallways)
- Research Poster Printing (see Ms. Jennifer Coffey)