



SOCIOLOGY B.A. & B.S.

Department of Sociology Quick Reference Guide

Undergraduate Program Administrators



Dr. Michael Armato is the Undergraduate Program Director of Sociology at UCF.

He advises students pursuing this major on the following items:

- ◆ Courses best suited for a student's career goals
- ◆ Transferring Sociology courses from another institution
- ◆ Potential course substitutions in the Sociology program
- ◆ Overrides for excessive hours for Sociology majors
- ◆ Policies & procedures at the department level

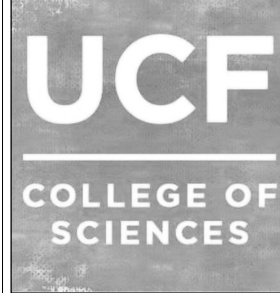
We suggest students contact Dr. Armato via email to request an appointment or ask a question.



Bridgett Burk is the Admissions Coordinator for the department. One of her roles is liaison for the undergraduate Sociology students. She is responsible for the following items:

- ◆ Assisting students with registration
- ◆ Facilitating the exit exam
- ◆ Preliminary certification of degree audits for graduation
- ◆ Preparing course substitutions
- ◆ Serving as student advocate & liaison
- ◆ Advising on department policies & procedures

We suggest students contact Bridgett Burk via email to request an appointment or ask a question.



College of Sciences Academic Services (COSAS) is responsible for the following items:

- ◆ Assistance with university policies & procedures
- ◆ Advising in GEP, Gordon Rule, Foreign Language, & university credit hour requirements
- ◆ Transfer credits & international evaluation of courses outside of sociology
- ◆ Transient student forms
- ◆ Grade forgiveness
- ◆ Administrative record changes & petitions
- ◆ Degree certifications for graduation

Sociology Contact Information

Department Address:

University of Central Florida
Department of Sociology
4297 Andromeda Loop N.
Howard Phillips Hall, 403
Orlando, FL 32816-1360

Phone: 407-823-3744
Email: sociology@ucf.edu
Web: <https://sciences.ucf.edu/sociology>

Department Contacts:

Dr. Libby Mustaine
Professor & Chair
elizabeth.mustaine@ucf.edu

Dr. Michael Armato
Undergraduate Program Director of Sociology & Social Sciences
michael.armato@ucf.edu

Bridgett Burk
Graduate Admissions Coordinator
socadmissions@ucf.edu

COS Academic Services:

College of Sciences Building
Room 250

Phone: 407-823-6131
Fax: 407-823-1997
Email: cosas@ucf.edu
Website: <https://sciences.ucf.edu/cosas>

Degree Requirements

- ◆ Core Curriculum - see details below
- ◆ Restricted Electives *- 27 hours (9 courses)
- ◆ Proficiency in Foreign Language (B.A. Option) - see details below
- ◆ Exit exam

Sociology Core Curriculum

Bachelor of Arts Option

Course	Credits	Notes
SYG 2000 - Introduction to Sociology	3	Take in your first semester if not already taken
SYA 3110 - Social Theory	3	Required: SYG 2000 & Junior standing; Fall and Spring only
SYA 3400C - Applied Social Statistics	4	Recommend taking SYA 3400c and SYA 4300c together in the same semester. Requires Junior or Senior Standing. Offered Fall & Spring only.
SYA 4300C - Research Methods	4	
SYA 4450 - Data Analysis	4	Capstone course taken after SYA 3400c & SYA 4300c. Offered Spring & Summer

Bachelor of Science Option

Course	Credits	Notes
SYG 2000 - Introduction to Sociology	3	Take in your first semester if not already taken
SYA 3110 - Social Theory	3	Required: SYG 2000 & Junior standing; Fall and Spring only
Additional Methods Course	3-4	Choose one course from list of six options.
SYA 3400C - Applied Social Statistics	4	Recommend taking SYA 3400c and SYA 4300c together in the same semester. Requires Junior or Senior Standing. Offered Fall & Spring only.
SYA 4300C - Research Methods	4	
SYA 4450 - Data Analysis	4	Capstone course taken after SYA 3400c & SYA 4300c. Offered Spring & Summer

*Restricted electives consist of courses which begin with an "SY" prefix, at the 3000 or 4000 level.

Bachelor of Arts Foreign Language Proficiency Requirement

Students graduating with a B.A. degree must demonstrate proficiency in a foreign language equivalent to one year of college instruction. The requirement can be met via one of the following options:

- ◆ Successful completion of the appropriate courses which is normally Elementary Language and Civilization I and II (i.e. SPN 1120C and SPN 1121C). If you have enough knowledge to be successful, you may opt to take only the level 2 course (4 credits).
- ◆ A proficiency exam offered by the University Testing Center in Howard Phillips Hall 106.
- ◆ Appropriate scores on Advanced Placement and CLEP exams can also satisfy the requirement.
- ◆ **The Bachelor of Science option does not have a foreign language proficiency requirement.**
- ◆ *More information can be found by visiting <https://catalog.ucf.edu/policies/degree-requirements> or by contacting the College of Sciences Academic Services.*

Internship Opportunities

Students who major in Sociology have the option of participating in internship opportunities to fulfill up to six credit hours of Restricted Electives. This is a great choice for students who want to explore career options, get involved in the community and gain valuable experience in the workforce. There are multiple organizations to choose from, representing a wide variety of industries and causes.

A few of the previously participating organizations:

Coalition for the Homeless	Make-a-Wish Foundation
AmeriCorps VISTA	Miracle of Love
Boys and Girls Club of Central Florida	Pace Center for Girls
Brevard County Sherriff's Office	Pet Alliance of Greater Orlando
City Year	Orange Legal
Covenant House	SafeHouse of Seminole
Department of Children and Families	The Christian Sharing Center
Federal Bureau of Investigation (FBI)	The Florida Statewide Guardian Ad Litem Program
Florida Department of Health	UCF Police Department
Heart of Florida United Way	UCF Victim Services
Legal Aid Society	United Against Poverty
Federal and Local Law Enforcement	Universal Studios

More organizations are participating in the internship program each year, so we encourage students to learn more about the program and its benefits. *For more information, you can visit the Internship website at <https://sciences.ucf.edu/sociology/undergraduate-students/undergraduate/internships/> or contact the Internship Coordinator, Dr. Amy Donley at amy.donley@ucf.edu.*

Honors in the Major

The Honors in the Major (HIM) Program, is designed to encourage the best juniors and seniors to undertake original and independent work in their major field. Established in 1989, Honors in the Major is the oldest and most prestigious undergraduate research program at UCF. It is the only undergraduate research program on campus that requires students to undertake original and innovative research.

In this program, students research, write, defend and publish an original Honors thesis that serves as the capstone product of their undergraduate career. This thesis is published through the university library and is available to researchers worldwide through electronic databases.

For more information go to <https://honors.ucf.edu/honors-undergraduate-thesis/> or contact Dr. Armato.

Undergraduate Registration Agreement

Students with an interest in working with a faculty member through an internship, independent study, or directed research will need to complete the Undergraduate Registration Agreement (URA). Students should contact the faculty member with whom they are interested in working with to discuss their objectives and desire to complete this type of study. Together, the student and faculty will complete the registration form. The registration agreement requires approval of the department chair. Once approved, the student must hand deliver the form to COSAS. At peak periods of registration, COSAS may have a long line. Be prepared to spend time on campus!

Advising

Advisors can assist with degree audit questions, course selection, employment or internship opportunities, and even graduate school inquiries.

All Sociology majors are assigned a faculty advisor within their first semester at UCF. Students will be notified by their assigned advisor with contact information and office hours. At any time, students can also contact the Department of Sociology to obtain your advisor information at 407-823-3744.

Class Overrides

Class overrides are necessary for the following reasons:

- ◆ Class is full
- ◆ Prerequisites
- ◆ Time conflict
- ◆ Course level
- ◆ Excessive hours

Each department and program processes override requests differently. Students who would like to request a course override should start by contacting the department in which the course is taught in to learn the process. Students should then follow those steps to officially request an override.

Please note: the request for a course override does not guarantee that it will be approved.

Graduation Requirements

Students must complete the Sociology Exit Exam & Survey in order to graduate with a B.A. or B.S. in Sociology. Failure to take the exam & survey will prevent graduation!

Communication will be sent approximately one month before the end of the semester to students' Knights email accounts who have filed an Intent to Graduate. Students should file an Intent to Graduate through their myUCF account in the term before the semester in which they intend to graduate. Additional graduation information is located at <https://sciences.ucf.edu/cosas>.

Dr. Michael Armato and Bridgett Burk are available to meet with students that request a graduation review. Graduation reviews can also be conducted via email for many students.

Graduation ceremony information can be found on the Registrar's website at <http://registrar.ucf.edu>.