



DEPARTMENT OF SOCIOLOGY  
(858) 534-4627 MAIN OFFICE  
(858) 534-4753 FAX

401 SOCIAL SCIENCES BUILDING  
9500 GILMAN DRIVE  
LA JOLLA, CA 92093-0533

June 22, 2009

RE: Fall 2009 Orientation Information

Congratulations again and welcome to UCSD!

I hope you are enjoying your summer thus far! Before you know it, Fall will be upon us. I'm writing to provide you with some information and dates as you make plans in joining us at UCSD. If you are not sure what pertains to you, or have additional questions, please do not hesitate to contact me or any of the department staff mentioned on the following pages. Included in this packet:

- Sociology General Information & Contacts – page 2
- At-A-Glance Schedule of Events Calendar – page 3
- Fall 2009 Schedule of Events descriptions – pages 4-5
- Registration Information and Coursework – pages 6-8
- Tentative Graduate Course List – *see separate email attachment*

In an effort to streamline the graduate student orientation experience and reduce information redundancy that occurs with separate orientation events, I'd like to encourage new students to attend **UCSD's Graduate Student Orientation**, hosted by the Office of Graduate Studies, on Wednesday, September 16<sup>th</sup>. Sociology will hold a slightly shorter, and more specialized **New Student Orientation** the following day, Thursday, September 17<sup>th</sup> from 10am-12:50pm. If you are not able to be in attendance for any of these events, please let me know.

Immediately after Sociology's orientation, Professor Isaac Martin will be conducting a two-day **Grant Writing Mini-Camp**, held on Thursday and Friday, September 17<sup>th</sup> & 18<sup>th</sup> from 1:00pm-4:30pm. This optional workshop is designed to give you a "leg-up" on the first year grants and fellowships available through the National Science Foundation (NSF) and the Javits Fellowship Programs. You are all invited and I ask that you RSVP to me by Tuesday, September 1<sup>st</sup> if you are interested in participating in this very worthwhile training.

Hopefully, you will find many of the scheduled events helpful as you transition into your new life at UCSD. Of course, the faculty and staff are here to help out at any time, so if you have additional questions about coursework, housing, transportation or graduate life, send an email to me at [edelapaz@ucsd.edu](mailto:edelapaz@ucsd.edu) or call me at (858) 534-4626 or any of the contacts within this letter.

Have a wonderful summer! We are all very excited and looking forward to your arrival!

Regards,

Manny dela Paz  
Graduate Coordinator

## Department of Sociology General Information

<i>Office Hours:</i>	Monday – Friday 8:00am - 4:30pm Closed for Lunch, Noon – 1pm Summer Hours: Closes 2:30pm on Fridays.
<i>Physical Location:</i>	Social Science Building (SSB) 401 (in Eleanor Roosevelt College – ERC)
<i>Main Phone Line:</i>	(858) 534-4627
<i>Fax:</i>	(858) 534-4753
<i>Mailing Address:</i>	UCSD Department of Sociology 401 Social Science Building 9500 Gilman Drive MC 0533 La Jolla, CA 92093-0533
<i>Campus Mail Code:</i>	0533
<i>Department Website:</i>	<a href="http://sociology.ucsd.edu/">http://sociology.ucsd.edu/</a>

### CONTACTS BEFORE YOUR ARRIVAL

**Professor Charlie Thorpe**

(858) 534-0953 [cthorne@ucsd.edu](mailto:cthorne@ucsd.edu)

*Director of Graduate Studies, Room 497*

The Director of Graduate Studies is the faculty member who consults with graduate students on program requirements, academic progress, and evaluations. He also provides overall supervision of TA selection and training, as well as professional placement assistance, program advising, and curriculum planning.

**Manny dela Paz**

(858) 534-4626 [edelapaz@ucsd.edu](mailto:edelapaz@ucsd.edu)

*Graduate Program Coordinator, Room 410*

Provides information on the graduate program and requirements, coordinates all graduate program matters including admissions, registration/enrollment, T.A./Reader employment, fellowships, processing graduate student forms and petitions, and coordination for graduate student examinations and defense.

**Christy Earley**

(858) 534-4627 [cearley@ucsd.edu](mailto:cearley@ucsd.edu)

*Assistant Student Affairs Officer, Room 401*

Provides a variety of student services and academic support in the Student Affairs area of the Department. Serves as the first point of contact for all incoming inquiries. Provides instructional support to faculty, TAs and readers including desk copy orders, class rosters, course evaluations, media services, mail, class syllabi, room reservations, and grade sheets.

**Stephanie Navrides**

(858) 534-4757 [snavrides@ucsd.edu](mailto:snavrides@ucsd.edu)

*Management Services Officer, Room 402*

As the Department Business Officer, she manages all administrative aspects of the department including staff supervision, finances, facilities, space and equipment.

IF YOU HAVE QUESTIONS ABOUT FEDERAL FINANCIAL AID, PLEASE CONTACT:

**UCSD Financial Aid Office-** Yvonne Borrego

(858) 534-1669 [yborrego@ucsd.edu](mailto:yborrego@ucsd.edu)

## UCSD & SOCIOLOGY WELCOME WEEK!

### AT-A-GLANCE SCHEDULE OF EVENTS FALL 2009

<b>SEPTEMBER</b>				
<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
14	15	16	17	18
<i>*MANDATORY for Foreign Non-Residents</i>				
<p style="text-align: center;"><b>UCSD</b></p> <p><i>*New International Graduate Transfer Students ORIENTATION 9am-2pm Center Hall101</i></p>	<p style="text-align: center;"><b>UCSD</b></p> <p><i>*New International Graduate Students ORIENTATION 9am-4pm Peterson Hall 110</i></p> <p style="text-align: center;">New Academic Student Employee (ASE) Mandatory Orientation 8:30am-9:15am Price Center Theatre <i>(Required for New Employees to UCSD)</i></p>	<p style="text-align: center;"><b>UCSD</b></p> <p><i>*New International EAP Reciprocity Students ORIENTATION 9am-4pm Center Hall101</i></p> <p style="text-align: center;">OGS New Graduate Student Orientation 9am-4:30p Price Center <a href="http://gradlife.ucsd.edu/getting-settled/orientation-2009/">http://gradlife.ucsd.edu/getting-settled/orientation-2009/</a> <i>Graduate Student Association (GSA) New Student BBQ 4:30pm Porter's Pub</i></p>	<p style="text-align: center;"><b>SOCIOLOGY</b></p> <p><i>New Grad Student Orientation 10am-12:50pm Social Sciences Building 101</i></p> <p style="text-align: center;"><b>SOCIOLOGY</b></p> <p><i>GRANTWRITING MINI-CAMP Day 1 (OPTIONAL) 1p-4:30p Social Sciences Building 101</i></p>	<p style="text-align: center;"><b>SOCIOLOGY</b></p> <p><i>GRANTWRITING MINI-CAMP Day 2 (OPTIONAL) 1p-4:30p Social Sciences Building 101</i></p>
<p>21</p> <p><i><u>Fall Quarter Begins</u></i></p>	<p>22</p>	<p style="text-align: center;">23</p> <p style="text-align: center;">Center for Teaching Development New TA Training 8am-12:30pm Location:TBA <i>(Required for New Employees to UCSD)</i></p>	<p>24</p> <p style="text-align: center;"><i><u>1<sup>st</sup> Day of Instruction</u></i></p>	<p>25</p>

Please note that times and locations are subject to change and you will be notified of any changes to the schedule. Information regarding these scheduled events are described in the following pages. If you have questions about any of these events, please contact the Grad Coordinator, Manny at (858) 534-4626 or email: [edelapaz@ucsd.edu](mailto:edelapaz@ucsd.edu).

**UCSD & Sociology**  
**Fall 2009**  
**Schedule of Events**

**Monday, September 14 – Wednesday, September 16**

**UCSD Orientation for New International Students -*MANDATORY for All Foreign Non-Residents***

- **Monday, September 14, 2009**  
9:00am – 2:00pm New International Transfer Students (Center Hall 101)
- **Tuesday, September 15, 2009**  
9:00am – 4:00pm New International Graduate Students (Peterson Hall 110)
- **Wednesday, September 16, 2009**  
9:00am – 4:00pm New EAP Reciprocity Students (Center Hall 101)

These sessions are mandatory for all international students and are different from the graduate department orientations. For more information, please contact the UCSD International Center at (858) 534-3730, [icenter@ucsd.edu](mailto:icenter@ucsd.edu), or visit their website at <http://icenter.ucsd.edu/students/admitted.html>.

**Wednesday, September 16**

**UCSD Office of Graduate Studies (OGS) New Graduate Student Orientation – Price Center**  
<http://gradlife.ucsd.edu/getting-settled/orientation-2009/>

The Office of Graduate Studies (OGS) will be hosting a welcome and overview with lunch and additional informative workshops at the recently expanded Price Center. Concurrently, a Graduate Services Resource Fair will be held in various locations at the Price Center. The fair will provide you with an introduction to the many resources and services available to graduate students at UCSD.

Beginning at 1:00pm, a number of graduate workshops will be held. You will have a chance to meet new graduate students from other departments at UCSD and hear a variety of faculty speak on several topics. For details about the workshops and registration for this event, go to

There is also a Campus Tour scheduled on that day. If you are interested in taking a campus tour separately, you may contact the Gilman Drive Visitor Information Center for details, reservations and additional information at **(858) 534-2208**.

Finally, the Graduate Student Association (GSA) will be hosting a New Student BBQ beginning 4:30 PM at Porter's Pub on campus where you will mingle with other grad students in a casual environment.

## Thursday, September 17

### Sociology Department: New Student Orientation

**REQUIRED** for all new Sociology graduate students.

10am – 12:50pm Joseph R. Gusfield Seminar Room, Social Science Building 101

The Sociology Orientation for all new graduate students will be held in the **Joseph R. Gusfield Seminar Room (SSB 101)** on **Thursday, September 17<sup>th</sup>**, one week prior to the first day of classes. The seminar room is located on the first floor of the Social Sciences Building. These sessions are intended to acquaint you with many aspects of the Department. There will be faculty, staff and other graduate students who will provide a variety of information on many topics.

## Thursday & Friday, September 17-18

### Sociology Department: Grantwriting Mini-camp

**OPTIONAL** – *RSVP is required by September 2<sup>nd</sup>*.

**1:00pm-4:30pm, Social Sciences Building 414**

This optional two-day mini-camp/workshop series is geared to provide practical and hands-on training to 1<sup>st</sup> and 2<sup>nd</sup> year grad students on grants and funding available in the early years of graduate study. The two grants you will be developing and possibly submitting as a result of your participation in this workshop are the National Science Foundation (NSF) and Jacob K. Javits Fellowship program. This workshop will be led by Professor Isaac Martin.

If you are interested in attending this workshop, please RSVP to Manny ([edelapaz@ucsd.edu](mailto:edelapaz@ucsd.edu)) by Tuesday, September 1<sup>st</sup>, 2009.

## Wednesday, September 23

### UCSD New Employee Orientations

**REQUIRED** for all new TAs, readers, and tutors.

8:30am – 9:15am

**New Student Employee Orientation** (Price Center Theatre)

9:30am – 12:30pm

**Center for Teaching & Development (CTD) Training for New TA's** (Location: TBA)

All new academic employees within the Academic Student Employees (ASE) unit are required to attend the New Student Employee Orientation being held at the Price Center Theatre. If you will be newly employed at UCSD as a TA, Reader, or Tutor, it is mandatory for you to attend this orientation under the bargaining agreement for all student employees. If you have worked within ASE before, you do not need to attend this.

Immediately following ASE's orientation, the Center for Teaching & Development (CTD) will provide a training for new TA's. *Location TBA.*

**\*\*\*THURSDAY, SEPTEMBER 25 – FIRST DAY OF INSTRUCTION\*\*\***

## REGISTRATION INFORMATION & COURSEWORK AND OTHER IMPORTANT LINKS

### ACADEMIC AND ADMINISTRATIVE CALENDAR 2009-2010

[HTTP://BLINK.UCSD.EDU/BLINK/EXTERNAL/TOPICS/POLICY/0,1162,20488,00.HTML](http://blink.ucsd.edu/blink/external/topics/policy/0,1162,20488,00.html)

Refer to this calendar, if you are interested in the scheduled holidays, breaks, and vacations, as well as start and end dates of the quarter.

### BILLING

You may periodically receive an e-bill to your Tritonlink account displaying charges for fees and/or tuition. If you have been awarded a financial support package (fee and/or tuition scholarship support), these will automatically be paid by the department. If you have questions, please contact the grad coordinator.

### PAC Notices – Personal Access Codes

You should have received your PAC notices from the Registrar's Office via Sociology. This notice includes your PAC (Personal Access Code.) You will enroll yourself with a password provided in the notice. Please DO NOT share your PAC with anyone. Only the Registrar's will be able to access this number for you when you show ID should you lose your PAC. If you held an international address or did not provide a current address, your PAC will not be sent to you and I will have your PAC notice held here in the Sociology Department until you arrive.

At the Sociology New Student Orientation you will be given instruction in how to enroll and register for courses using your PAC. Of course, if you have received your PAC already you are welcome to register ahead of time. Each subsequent quarter, you will be responsible for enrolling and registering in your courses online. Please do so in a timely manner, late registration and enrollments will be assessed a \$100.00 late fee by the University without exceptions. The Sociology Department will not be able to waive these fees on your behalf. For more information about DEADLINES, please refer to the Registrar's calendar:

### ENROLLMENT AND REGISTRATION CALENDAR 2009-2010

[HTTP://BLINK.UCSD.EDU/BLINK/EXTERNAL/TOPICS/POLICY/0,1162,25644,00.HTML](http://blink.ucsd.edu/blink/external/topics/policy/0,1162,25644,00.html)

**New student enrollment begins August 19<sup>th</sup>.**

**Registration is due Friday, September 18<sup>th</sup>.**

**The deadline for enrolling in courses (min. 12 units) for new graduate students is Friday, October 2.**

**All graduate students must take at least 12 units per quarter (typically three, 4-unit courses).** I have enclosed a copy of the tentative course schedule and the courses offered in Sociology for this academic year in a separate email attachment. Please use this as a general guide for planning your schedule.

**These SOCIOLOGY GRADUATE CORE COURSES are REQUIRED for FALL 2009.**

**You should enroll in these courses:**

**201A *Classical Sociological Theory* (4 units)** taught by Prof. Kwai Ng, Thur. 9:30a – 12:20p in SSB 101.

**205 *Quantitative Methods I* (4 units)** taught by Prof. April Linton, Mon. 1:00p-3:50p in SSB 101.

**208 *Faculty Research Seminar* (2 units)** held Wed. 12:00p – 1:50p in SSB 414. Each week a different faculty member will present information on their research.

Plus, **ENROLL in at least one additional course** to meet the minimum 12 units required.

## SCIENCE STUDIES GRADUATE CORE COURSES offered in Fall 2009:

**Sociology 255A *Introduction to Science Studies: Part I* (4 units)** taught by Prof. Robert Westman, Tues. 9:30a – 12:20p in HSS 3027. **(REQUIRED for Science Studies students)**

**Sociology 255C *Colloquium in Science Studies* (4 units)** presented by Prof. Robert Westman, Mon. 4:00p – 6:20p in HSS 3027. **(REQUIRED for Science Studies students)**

It is advised that Sociology students who are part of the Science Studies program seek advising early on in the quarter. For more information about specific Science Studies program requirements, please consult the Science Studies Graduate Student Handbook:

<http://sciencestudies.ucsd.edu/pages/SSP%20Grad%20Handbook0708.pdf>

## Other Items Upon Your Arrival

### Graduate Student Listserv

If you are still looking for housing or a roommate, you can add your name to the grad student listserv. Both on-campus and off-campus listings are posted on this site. Please do the following:

1. Send an e-mail to [listserv@ucsd.edu](mailto:listserv@ucsd.edu)
2. Don't write anything in the subject line
3. In the body of your message type: ADD [yourname@your.email](mailto:yourname@your.email) grad housing-op-1. To post a message, send an e-mail to: [grad-housing-op-1@ucsd.edu](mailto:grad-housing-op-1@ucsd.edu). If you have questions, you can e-mail [ogsr-intern@ucsd.edu](mailto:ogsr-intern@ucsd.edu)

### CAMPUS ID CARDS

When you arrive, it is important to get a campus ID card as early as possible (to avoid long lines in late September). Please check in with me and I will provide you with a department letter to obtain one. The photo ID booth is located at Campus Card Office at the Student Services Center. The ID card allows you to cash checks, use the library, seek health services, etc.

### OFFICE SPACE ASSIGNMENTS FOR THE PH.D. PROGRAM

Each incoming Graduate Student will be assigned an office space in the department; our offices are shared space with most students having their own desk. Internet availability is provided via LAN connection and wi-fi connection. We do not supply computers or telephones in the offices. The Sociology Graduate Library is equipped with two computers and a printer which is available for short projects and to check email. Large printing should be taken to the Computer Room on the first floor. Students are responsible for their own printer paper. A copy machine and fax machine are available for use in the department mail room and a copy account can be set up in the main office. Each student will have a mailbox in the Department Mail Room. You will be given your office assignments, email address and computer sign-on at Orientation. We are very big email users!

During Orientation, you will be given the opportunity to check out your office. Keys must be checked out from **Susan Taniguchi, Fiscal Assistant, in the Sociology main office SSB, room 401.**

## KEYS & SECURITY CODES

All keys are checked out by the Fiscal Assistant, Susan Taniguchi, and all PhD students will be provided an Omni Lock Code to access the Department Mail Room, where you have a mailbox to receive US Mail, messages from students, staff and faculty, and notices of priority packages or items too large to fit in your mail box; The Omni Lock Code also grants you access to the Activities Room and Grad Library. Additionally, you will be given a Security Code to access all Computer Labs on-campus, as well as your sign-on user ID and password (which you are recommended to change).

## FACULTY ADVISORS/MENTORS

You have been assigned a provisional faculty advisor- this will be provided at orientation. This provisional advisor is here to help you with your socialization and professionalization into the Graduate Program. They should check-in with you regularly during the first year to discuss your work, class schedule and overall adjustment to the program. You are not obligated to stay matched with this advisor and may ask the Graduate Coordinator or Director of the Graduate Program, to make another appointment if necessary. Please determine which faculty member you would like assigned to you and discuss your assignment with that faculty member in advance and obtain her/his approval BEFORE you make a request for change of advisor.

## HEALTH INSURANCE

Health Insurance begins when the quarter starts, 12:01am September 21<sup>st</sup>, or the day of the student's orientation, if scheduled earlier. There are no forms to fill out to be covered. Premiums are automatically paid with your registration fees. There will be health insurance brochure information in your Orientation packet in September.

### Health Fee Waiver:

The Health Fee Waiver application is available on-line via TritonLink. **Waivers must be submitted by the waiver deadline (9/18/09).** Students must be enrolled in classes for Fall 2009 in order to access the waiver on-line. If a student is unable to access or complete the waiver application on-line, or if they will not be enrolled by the waiver deadline, it is the student's responsibility to contact the Student Health Insurance Office **before** the waiver deadline to discuss their situation on an individual basis. *A manual waiver form is available on an exception basis only, however the waiver deadline will still apply.* Upon submission of their application, their waiver will be approved or selected for audit. An e-mail will be sent to the student's official UCSD e-mail account advising whether their application was approved or selected for audit.

Important note: If a waiver is **not** submitted during the first quarter for which a graduate student attends UCSD and is eligible to waive SHIP, the policy requires that coverage under SHIP remain in force for the remainder of the academic year and a new waiver may not be submitted until the next academic year.

### Fall 2009 Waiver deadline:

Waiver deadline to avoid a \$50 late fee: September 18, 2009

Late waiver deadline, subject to a \$50 late fee: September 25, 2009

Refer to the Student Health website at <http://studenthealth.ucsd.edu/> for more information regarding the services available at Student Health, SHIP and the Health Fee Waiver process. There are many FAQ's answered on the website.