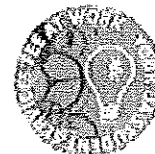


Student Advocacy and Assistance

Dean of Students Office

University of Arizona



Mission

The goal of Student Advocacy and Assistance is to empower students to take a proactive role in exploring their own resolutions in order to be successful both inside and outside the classroom.

How do we know who to assist?

- Self-referrals
 - Students email, call, walk-in
- Staff
- Family
- Instructors
- Campus community members
 - Concerned about a student's situation or behavior.
 - Unsure how to support a student.

Here to help:

- One-on-one consultations
- Explanation of Absence
- Complete, Medical & Retroactive Withdrawals
- Explain policies and procedures
- Connect students to resources
- Collaborate with campus colleagues
- Remain unbiased

Beyond our reach:

- Mental health counseling
- Academic advising
- Sharing personal student info with parents
- Legal representation
- Code of Conduct hearing officer
- Completing University policies and procedures on behalf of a student

Contact Information

Reach the Program Coordinators for Student Advocacy and Assistance, Emily Gaspar and Katherine Snyder, through the Dean of Students Office at 621-7057.

Policies & Procedures

Explanation of Absence

- What: Provides general info to faculty regarding why student will/has not attended class; *does not excuse absence.*
- Who: Students absent from class for *5 or more days*
- When: Before or after absence
- How: Advocacy & Assistance will send email to instructors. Student still needs to complete missed assignments

Instructor Statement Form

- What: Part of General Petition process, verification of when student attended class, grade earned when student stopped attending, *not a statement of support*
- Who: Instructors of student seeking a withdrawal
- When: During or after student is part of course
- How: Electronic or hard copy; return to student, student will submit all documents at once

Leave of Absence

- What: Assists and encourages students to return after a one to two semester leave from UA.
- Who: Students...
 - Registered the prior semester
 - With a 2.0 GPA
 - Without outstanding balances
 - Without pending disciplinary issues
- When: Before the beginning of the semester
- How: Through the student's college dean's office
- Why: So the student can return without having to file an Application for Re-admission