

CAMPUS RESOURCE INFORMATION GUIDE

ACADEMIC ADVISING CENTERS	
General Information and Undeclared Majors	Academic Advisement Center UNVH 109, 836-5258 Kathy Davis, Dir. Catherine “Katie” Tucker, Admin. Asst.
Adult Students	Adult Student Services CARR 314, 836-6929 Susan Cohen, Dir. Sue Dover, Admin. Sec/ Adult Student Advisor Lori Day, Adult Student Advisor
Athletes	Achievement Center for Intercollegiate Athletics FORA 239, 836-6829 Vacant, Director Audrey Jones, Assistant Dir. Joan Newman, Admin. Asst.
Business Majors	College of Business Advisement Center GLAS 106, 836-5386 Sandra Culver, Dir. Peggy Piekarski, Admin. Asst.
Communication Sciences and Disorders	Communication Sciences and Disorders Dept. PROF 237, 836-5368 Neil DiSarno, Dept. Head, Honors Advisor Marcia Ratcliff, Academic Advisor 836-6508 Cathy Hall, Admin. Asst. Cindy Parker, Admin. Asst.
Early Childhood, Elementary, Middle School and Special Education Majors	Professional Education Advisement Center HILL 202, 836-5429 Stephanie Marinec, Coord. Judy Pickering, Academic Advisor Shelly Cain, Admin. Asst.
Fashion and Interior Design Majors	Joshua Porter, Academic Advisor PCOB 315, 836-5755
Honors College	Honors College UNVH 212, 836-6370 Art Spisak, Dir. Marcia Morriset, Academic Advisor/Recruiter
Hospitality and Restaurant Admin. Majors	Hospitality and Restaurant Admin. Program PROF 440, 836-4406 Melissa Dallas Dept. Head
Individualized Majors	Academic Assistance UNVH 122, 836-5034 Lori Roessler, Exec. Asst.

<p>ACADEMIC ADVISING CENTERS, (cont.)</p> <p>Teacher Certification Requirements</p> <p>Nursing Majors</p> <p>Psychology Majors</p> <p>All other majors</p>	<p>Teacher Certification Office HILL 200, 836-8772 Scott Fiedler, Student Services Director/Teaching Certification Officer Jennifer Jensen, Transcript Analysis Asst. Kandra Phillips, Admin. Asst.</p> <p>Nursing Dept. PROF 300, 836-5310 Kathryn Hope, Dept. Head Melissa Price, Academic Advisor Nancy Harris, Admin. Asst. Gay Carson, Admin. Asst.</p> <p>Psychology Advisement Center HILL 313, 836-6841 Tracie Burt, Instructor/Advisement Coordinator Donn Kaiser, Undergrad Programs Dir.</p> <p>Contact dept.</p>
<p>ACADEMIC POLICIES AND PROCEDURES</p>	<p>Office of the Provost CARR 209, 836-4589 Belinda McCarthy, Provost Melva Heavin, Exec. Asst. To Provost John Catau, Assoc. Provost Undergrad Education Frank Einhellung, Assoc. Provost Grad College Steve Robinette, Director, Academic Outreach and Support Art Spisak, Assoc. Provost for Faculty Affairs</p>
<p>ACTIVITIES ON CAMPUS</p>	<p>Office of Student Activities PSU 101, 836-4386 Jeremy Schenk, Dir. Cindi Giacin, Admin. Asst.</p>
<p>ADMISSIONS</p> <p>Info. regarding admission of a transfer student (24 or more hours post high school), and transfer equivalencies.</p> <p>Info. regarding appeal of denied admission</p>	<p>Office of Admissions CARR 204, 836-5517 Andrew Wright, Dir. Jill Duncan, Assoc. Dir.</p> <p>Office of Admissions Dixie Williams, Transfer Coordinator, Asst. Dir. CARR 204, 836-4315</p> <p>Dawn Brixey, Assistant Director of Admissions – Office Operations CARR 204, 836-5517</p>

<p>ATHLETICS</p> <p>General Inquiries:</p> <p>Men's Athletics</p> <p>Women's Athletics</p> <p>Athletic Advisement and Scholarship Athletes</p>	<p>Director of Athletics HSC 3rd floor, 836-5244 Kyle Moats, Dir. Brenda Espy, Admin. Asst.</p> <p>Men's Athletics FORA 2nd floor, 836-5242 Lois Goldade, Admin. Asst.</p> <p>Women's Athletics HSC 3rd floor, 836-5246 Casey Comoroski, Assoc. Dir. Judy Slothower, Admin. Asst.</p> <p>Achievement Center for Intercollegiate Athletics FORA 239, 836-6829 TBA, Director Audrey Jones, Assistant Director Joan Newman, Admin. Asst.</p>
<p>AUDITING A COURSE</p>	<p>Office of the Registrar CARR 320, 836-5520 Rob Hornberger, Interim Registrar</p>
<p>BOOKS</p>	<p>Baker Bookstore 836-5403 Mark Brixey, Dir.</p>
<p>CAREER ASSISTANCE</p>	<p>Career Center CARR 309, 836-5636 Jack Hunter, Dir. Pat Cole, Admin. Asst. Kim Lucas, Admin. Asst. Janelle Melton, Admin. Asst. (Legislative, Co-op Internships, & Teacher credentials) Chalanda Johnson, Admin. Asst. (COBA Career Ctr)</p>

<p>CHILDCARE</p> <p>6 weeks to 5 years</p> <p>2 years and older</p>	<p>Child Development Center PROF lower level, 836-6759 Mark Casertano, Dir.</p> <p>University Child Care Center 500 South Ave., 866-0980 Jennifer Crouch, Dir.</p>
<p>CITIZENSHIP & SERVICE LEARNING</p>	<p>PLSU 209, 836-5774 Elizabeth Strong, Assoc. Dir. Shellie Jones, Program Coordinator Donna Hanley, Admin. Asst.</p>
<p>COMPUTERS FOR LEARNING WAIVER EXAM</p>	<p>Computers for Learning Program Sue McCrory, CFL Coord. KGSX 216, 836-6120 http://learning.missouristate.edu</p>
<p>COOPERATIVE EDUCATION</p>	<p>See "Career Assistance"</p>
<p>COUNSELING</p>	<p>Counseling and Testing Center CARR 311, 836-5116 Doug Greiner, Director Dinah Lane, Admin. Asst.</p>
<p>DEGREE CHECK</p>	<p>Degree Check Office CARR 320, 836-5520 Nathan Hoff, Associate Registrar Kathleen James, Academic Records Specialist Shelley Deckard, Academic Records Specialist</p>
<p>DISABILITY SERVICES</p>	<p>Disability Services PSU 405, 836-4192 Katheryne Staeger-Wilson, Dir. Tabitha Haynes, Coord. of Deaf Services Janet Milton, Admin. Asst.</p>
<p>ENGLISH PLACEMENT</p>	<p>English Dept. PUMM 301, 836-5107 Ken Gillam, Dir. Freshman English Program Barbara Gressel, Admin. Asst. Wilma Catlin, Admin. Asst.</p>

<p>FEE PAYMENT</p>	<p>Financial Services/Accounts Receivable CARR 113, 836-5635</p> <p>Bursar's Office CARR 102, 836-5128 Doug Willson, Bursar Phyllis Kenney, Admin. Asst.</p> <p>Express Office PSU 128 (in Zip Card Office), 836-3126 Bob Gleghorn, Senior Cashier</p>
<p>FINANCIAL AID</p> <p>Grants, Loans, and Scholarships</p>	<p>Office of Student Financial Aid CARR 101, 836-5262 Vicki Mattocks, Dir. Charlotte Clos, Admin. Asst. Heather King, Scholarship Coord.</p>
<p>HEALTH PROFESSIONS</p> <p>General Info. For <u>Undeclared</u> Majors</p> <p>For pre-professional students in the College of Health and Human Services</p>	<p>Darren Weinberg, Advisor Academic Advisement Center UNVH 109, 836-5258</p> <p>Hillary J. Mayes, Advisor College of Health and Human Services Prof Bldg 110, 836-4156</p>
<p>HEALTH SERVICES</p> <p>Wellness Office</p>	<p>Taylor Health and Wellness Center 836-4000</p> <p>Jerilyn Reed, Wellness Coordinator 836-4045</p>
<p>INTERNATIONAL STUDENT ADMISSION AND RETENTION SERVICES</p>	<p>International Student Services 1st Floor Jim D Morris Center, 836-3746 Jody Pritt, Dir. Lisa Gibson, Asst. Dir. Debra Rand, Admin. Asst. Heejung Cromley, International Admissions Coordinator Kristina Guinn, International Admissions Evaluator</p>

<p>LEARNING DIAGNOSTIC CLINIC (Initial request for accommodation should be directed to Disability Services)</p>	<p>Learning Diagnostic Clinic Meyer Alumni Center, 836-4787 Steve Capps, Dir. Geri Partenheimer, Admin. Asst. Doug Gere, Project Success Clinician</p>
<p>MATH PLACEMENT EXAM</p>	<p>Mathematics Dept. CHEK 10 M, 836-5112 Yungchen Cheng, Dept. Head Beverly Weatherwax, Exam Coordinator Colleen Crain, Admin. Asst. Martha Templeton, Admin. Asst. Helen Vance, Admin. Asst.</p>
<p>MULTICULTURAL STUDENT SERVICES</p>	<p>Multicultural Student Services CARR 302, 836-6618 Charlotte Hardin, Dir. LaTanya Jenkins, Asst. Dir. Allison Hahn, Admin. Asst.</p>
<p>ORIENTATION</p> <p>For freshmen</p> <p>Adult Students</p>	<p>SOAR PSU 405, 836-7641 Joe Morris, Director</p> <p>Call SOAR office or Adult Student Services 836-6929</p>
<p>PARKING</p>	<p>Parking Administration 700 E. Elm 836-4825 Larry Combs, Parking Manager</p> <p>Sharon Lester, Admin Asst.</p>
<p>PARTNERS IN EDUCATION (PIE)</p>	<p>Academic Assistance UNVH 122, 836-5034 Lori Roessler, Exec. Asst.</p>

<p>OFFICE OF THE REGISTRAR</p> <p>Registrar</p> <p>Degree Check</p> <p>Record and Transcript Information</p> <p>Registration Information</p> <p>Veteran Services</p>	<p>Office of the Registrar CARR 320, 836-5520 Rob Hornberger, Interim Registrar</p> <p>See "Degree Check"</p> <p>CARR 320, 836-5520 Sebrina Glenn, Assistant Registrar - Records</p> <p>CARR 320, 836-5522 Shonna Marshall, Assistant Registrar – Registration Services Dorothy Morton, Registration Asst.</p> <p>See "Veterans Services"</p>
<p>RESIDENCE LIFE AND SERVICES</p>	<p>Residence Life and Services HAMH, 836-5536 Gary K. Stewart, Dir. Linda Goodman, Admin. Asst.</p>
<p>STUDENT AFFAIRS</p>	<p>Student Affairs CARR 200, 836-5526 Dr. Earle Doman, V.P. Marilyn Chana, Exec. Asst.</p>
<p>TELECOURSES</p>	<p>Academic Outreach ALUM 400, 836-4128 Lahna Mueller, Telecourse Coord. Edie Sartin, Program Specialist Vickie Peterson, Interactive Video Debbie Penn, Dual-Credit</p>

<p>TESTING</p> <p>Standardized Tests, (CLEP, PRAXIS, GRE, MAT, LSAT, etc.)</p> <p>Learning Disabilities (Should direct to Disability Services for referral)</p> <p>Career Counseling/Assessment</p>	<p>Counseling and Testing Center CARR 311, 836-5116 Doug Greiner, Dir. Dinah Lane, Admin. Asst.</p> <p>Learning Diagnostic Clinic Meyer Alumni Center, 836-4787 Steve Capps, Dir. Paul Deal, Asst Dir. Doug Gere, Project Success Coordinator Geri Partenheimer, Admin. Asst.</p> <p>Career Center CARR 309, 836-5636 Jack Hunter, Dir. Kim Lucas, Admin. Asst.</p>
<p>TRANSCRIPTS</p>	<p>Office of the Registrar – Records CARR 320, 836-5520 Sebrina Glenn, Assistant Registrar - Records Brandy Moberg, Records Associate</p>
<p>TRANSFER ADVISEMENT INFO</p> <p>Offering academic advisement for admitted, <u>undeclared</u> transfer students</p> <p>Pre-admitted students</p>	<p>Academic Advisement Center UNVH 109, 836-5258 Ross Hawkins, Transfer Advisor</p> <p>Office of Admissions Dixie Williams, Transfer Coord. CARR 204, 836-4315</p>
<p>TRIO PROGRAM</p> <p>Support Services for At-Risk Students</p>	<p>Freudenberger Hall lower level west, 836-6220 Susan Koepke, Dir. Sandi Hart, Program Services Coord. Dianna Thimesch, Prog. Asst.</p>
<p>TRIO UPWARD BOUND Support Services for At-Risk High School Students</p>	<p>Freudenberger Hall lower level west, 836-6220 Susan Koepke, Dir. Dianna Thimesch, Prog. Asst.</p>
<p>TUTORING</p>	<p>Bear Claw (Center for Learning and Writing) Dr. Diana Garland, Learning Commons Director 113 Meyer Library, 836-4229</p> <p>Math tutoring, Writing Center, and subject area tutoring are now available through the CLAW</p>

VETERANS SERVICES	Office of Veteran Services CARR 320, 836-4328 Shonna Marshall – Veteran Certifying Official
WITHDRAWAL	Office of the Registrar CARR 320, 836-5522 Rob Hornberger, Interim Registrar
WRITING CENTER	Writing Center Center for Learning and Writing (Bear Claw) LIBR, 836-6398 Mchael Frizell, Dir.
ZIP CARD Student/Faculty/Staff Identification	Zip Card Office PSU 128, 836-8409 Wendell Northrip, Dir.