**PEOPLE AND PLACES TO GO TO FOR HELP** On this list, keep the names and contact information for college officials who can help you with the “business end” of your college years. Not every college has the same offices, so the ones here are just examples and you can revise or add to them. Keep the list in a convenient place so you can use it when you need to troubleshoot problems.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **OFFICE** | **CONTACT NAME** | **E-MAIL** | **LOCATION** | **PHONE** |
| **Financial aid office** |  |  |  |  |
| **Admissions office** |  |  |  |  |
| **Dean of students** |  |  |  |  |
| **Multicultural office** |  |  |  |  |
| **Academic counseling** |  |  |  |  |
| **Writing center** |  |  |  |  |
| **Tutoring services** |  |  |  |  |
| **Career services office** |  |  |  |  |
| **Housing office** |  |  |  |  |
| **Dorm adviser** |  |  |  |  |
| **Health services** |  |  |  |  |
| **Counseling services** |  |  |  |  |
| **Office to address discrimination issues** |  |  |  |  |
| **Disability resource center** |  |  |  |  |
| **Athletic office** |  |  |  |  |
| **Fitness and Recreation Center** |  |  |  |  |
| **Transportation information** |  |  |  |  |
| **Campus police** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |