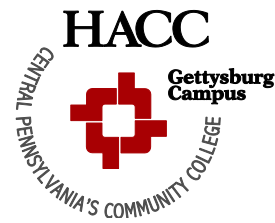


WHO'S WHO AT



WHERE TO GET HELP CONCERNING	PERSON/OFFICE TO SEE	ROOM NUMBER	PHONE # 717-337-3855
Absences from classes	Your Instructor (see syllabus)		x.3006
Academic Advising	Counselors	RM 101	x.3001
Admissions	*Welcome Center	RM 102	Option 1
Books and Supplies	Bookstore	RM 132	x.3051
Change of Name/Address	*Welcome Center	RM 102	Option 1
Change of Class Schedule	*Welcome Center	RM 102	Option 1
Career Services	Erin Rose	RM 203	x.3076
Disability Services	Mary Arnold	RM 101D	x.3033
Early Admission	Heather Watt	RM 101K	x.3031
Fees/Billing	*Welcome Center	RM 102	Option 1
Facilities	Jamie Ritz	Facilities Bldg.	x.3022
Financial Aid	Financial Aid Office	RM 102	x.3030
Grades/Graduation	*Welcome Center	RM 102	Option 1
Higher One/HACC Debit Card	Welcome Center	RM 102	Option 1
International Students/Admissions	Heather Watt	RM 101K	x.3031
Library Services, Learning Commons	Library Staff	RM 205	337-1644
Lost and Found	Security Office	RM 100	x.3028
Job Opportunities/Internships	Career Services	RM 203	x.3076
Multicultural Affairs, Diversity	Scott Simonds	RM 101E	x.3007
Ombudsperson (advocate)	Beverley Bigham	RM 127	x.3029
Parking Permits/HACC Photo ID	Security Office	RM 100	x.3028
Payment Plans (tuition & fees)	*Welcome Center	RM 102	Option 1
Registration	*Welcome Center	RM 102	Option 1
Secondary Partnerships	Academic Affairs	RM 141	x.3057
Security, Emergency Only		RM 100	337-0115
Security, Non-Emergency		RM 100	x.3028
Spanish Translation Services (Se Habla Espanol)	Marizol Jiminez-Fotopolous	RM 101J	x.3050
Student Activities/Organizations	Student Life Office/Jessica Knouse	RM 131A	x.3036
Student On-campus Employment	Financial Aid Office –Welcome Center	RM 102	x.3030
Student Records	*Welcome Center	RM 102	Option 1
Testing Services	Test Center	RM 207	x.3035
Transcript-Request for HACC Transcript	*Welcome Center	RM 102	Option 1
Transcript-Evaluation of Prior College Credits	Counselors	RM 101	x.3001
Transfer Questions	Counselors	RM 101	x.3001
TRDW/WIA/Trade Act Benefit Questions & Eligibility	John Gill/Tracey Smith	RM 101	x.3001
Tutoring & Academic Support Services	Learning Center Staff	RM 208	x.3021
Veterans' Affairs	Student VA Reps	RM 101	x.3034
Withdrawals	*Welcome Center	RM 102	Option 1

***MANY OF THE ABOVE SERVICES CAN ALSO BE COMPLETED ONLINE THROUGH HACCWEB at www.hacc.edu**