

## QUICK REFERENCE GUIDE

TOPIC	CONTACT
Academic record, enrollment schedule	Registrar Office, basement Old Main, x 4556, x 4552 Also available on-line to students at <a href="http://www.findlay.edu">www.findlay.edu</a>
Academic skills development	Academic Support Center, Old Main, x 4697
Access Codes	Business Office, Old Main, x 4804
Address change, off campus	Student Services Office, Old Main, x 4570
Admissions - Undergraduate, Transfer students,	Admissions Office, Morey Hall, x 4732
Admissions - Adult Non-traditional students	Admissions Office, Morey Hall, x 4732
Admissions - Graduate, Re-admission	Graduate and Professional Studies, Old Main, x 4600
Admissions - International	International Admissions and Services, 330 College, x 4558
African – American students	Office of Intercultural Student Services, Old Main, x 6967
AIDS/HIV	AIDS Action 419-424-9760 Ohio AIDS/HIV hotline 800-332-2437 National AIDS/HIV hotline 800-342-2437 (Deaf access 800-243-7889) Confidential and anonymous testing sites are available, contact Cosiano Health Center, x 4550
Alcohol/drug education programs/counseling Resources	Counseling Services, 307 Frazer, x 4526
Alcoholics Anonymous	Findlay area, 1-888-683-9768 Alcohol abuse 24hr hotlines 800-222-0469, 800-274-2042
Alumni & Parents Relations	419-434-4516
The Arts (theatre, choir, bands, orchestra, art exhibits)	Campus - Egner 200, x 4531 (art exhibits, GFAP, x 4777) Local -The Arts Partnership, 618 S. Main St., 419-422-4624
Athletic Academic Counseling	Don Collins, x 4750
Athletic Director	Koehler Fitness and Recreation Complex x 4663
Bill payment (tuition, fees...)	Business Office, Old Main, x 4690
Blood drives	American Red Cross, 125 Fair Street, 419-422-9322
Bookstore	1330 N. Main St., x 4561
Box Office - Theatre, Choral Music and Band Box Office - Athletic Events	Alumni Memorial Union, x 5335 FRC, x 6684
Cable Television Issues	ITS, x 4848
Campus events/activities	Facilities Scheduling & Events, AMU, x 6942 Student Activities and Commuter Student Services AMU, x 4606
Campus Ministry	Pastor Will Miller, College First Church x 4605
Campus Program Board	Alumni Memorial Union x 4739
Cancer Issues	Blanchard Valley Hospital, 1900 South Main St, 419-423-4500
Car registration	Security Office, Lovett Hall, x 4799
Career counseling	Career Planning, Career Services, UF Village, x 4615
Career advising and choosing majors	Career Planning, Career Services, UF Village, x 4615
Catering Services	Sodexo Campus Services Alumni Memorial Union x 4645
The Cave	Alumni Memorial Union x 4611
Check cashing up to \$50	Business Office, Old Main, x 4690
Christian Ministries	College First Church x 4605
Community service opportunities	Campus Compact, 334 Davis St. # D, x 6617
Commuter Students	Student Activities & Commuter Student Services, x 4606

Complaints about academic/administrative matters	Academic Affairs, Old Main, x 4553
Computer problems	Technology Support Services, x 4357
Computer labs	Computer lab, BCHS 107, x 6997 Computer lab, 1st floor Old Main, x 4733 Computer lab, 2nd floor Old Main, x 4882 Computer lab, 3rd floor Old Main x 4883 Computer lab, Brewer 115, x 4820
Concert and Lecture Series	Box Office, 5335
Co-op/Internships	ICEP Office, UF Village x 5506
Conversation Partners with International Students	1114 N. Cory St., x 4830
Copy services	Print Services, basement Old Main, x 4599
Counseling services/resources	Counseling Services, 307 Frazer, x 4526
Course schedule book, distribution	Registrar Office, basement Old Main, x 4556, x 4552
Cross cultural communication	Office of Intercultural Student Services, Old Main, x 6967
Crisis Hotline	Hancock County Crisis Hotline 1-888-936-7116 Counseling Services, 307 Frazer, x 4526
Degree Completion Program	Graduate and Professional Studies, x 6933
Development Office	UF Pavilion x 5334
Dining Services	Catering x 4645 Café a la Cart, 300 Davis Street Lobby x 5375 Henderson Dining Hall, Deming Hall x 4542 Jazzman's Café, Alumni Memorial Union x 6906 The Cave, Alumni Memorial Union x 4611
Diplomas	Registrar's Office, Old Main Basement, x 4556, x 4552
Disability Concerns	Disability Services, Old Main Basement, x 5532
Disability Transportation	Disability Services, Old Main Basement, x 5532 H.A.T.S – (419) 423-7261
Discrimination	Human Resources, 2nd Croy, x 6964
Domestic violence shelter	Open Arms Domestic Violence Shelter 419-422-4766
Drop/Add courses	Registrar Office, basement Old Main, x 4556, x 4552 Academic Advisor of the student
Employment after graduation	Career Placement, Career Services, UF Village, x 4665
Employment while a student, summer employment	Student Employment Office, Career Services, UF Village, x 5338 ICEP Office, UF Village, x 5506
Facilities Requesting/Schedule Meeting Rooms	Facilities Scheduling & Events Office, AMU x 6942
Fall Family Weekend	Office of Alumni and Parent Relations, x 4795
FAX machine	Print Services, basement Old Main, x 4599
Financial Aid	Financial Aid Office, Morey Hall, x 4791, x 4792
Financial Aid – Outside Sources	<a href="http://www.fastweb.com">www.fastweb.com</a> <a href="http://www.OhioMentor.org">www.OhioMentor.org</a> <a href="http://www.finaid.org">www.finaid.org</a> <a href="http://www.ed.gov">www.ed.gov</a>
Financial services (not all available are listed)	Fifth Third Bank, 419-4248470 * ATM at AMU First Federal Bank, 419-422-4422 * ATM at Bookstore First National Bank, 419-429-6000 Key Bank, 419-423-3212 Sky Bank, 419-424-4000
Fingerprinting – College of Education, Pharmacy, OT	Patty Holcomb, x 4862
Fraternity Recruitment	Student Services, Old Main, x 4570
Game Room	Alumni Memorial Union x 4842

Gay-Lesbian-Bi-Transgender-Questioning Concerns	Office of Intercultural Student Services, Old Main, x 6967 Student Services, Old Main, x 4570 Counseling Services, 307 Frazer, x 4526
General information (UF)	"0" for operator, 1-800-472-9502, 419-422-8313
Graduate Students	Graduate and Professional Studies, Old Main, x 4600
Graduation	Registrar's Office, basement Old main, x 4556, x 4552
Greek Life/Greek Council	Student Services, Old Main, x 4570
Hancock County Health Department	419-424-7105
Harassment (See "Discrimination" & "Sexual Harassment")	Human Resources, 2nd Croy, x 6964
Health services (on-campus)	Cosiano Health Center, 120 W. Foulke, x 4550
Hispanic students	Office of Intercultural Student Services, Old Main, x 6967
Homecoming	Alumni and Parent Relations, x 5687
Honors courses/college eligibility	Honors Program, Rebecca Quintus, Shafer Library, x 4549
Hospital – Blanchard Valley Hospital	General - 419-423-5153 Emergency Room - 419-423-5206
Housing – American	Student Services, Old Main, x 4570
Housing – International	International Admissions and Services, 330 College, x 4558 Student Services, Old Main, x 4570
Housing (listings of off campus rentals)	International Admissions and Services, 330 College, x 4558
ID replacements	Print Services, basement Old Main, x 4599
Information Center	Alumni Memorial Union, x 4457
Insurance, student health	Business Office, Old Main, x 4690 Cosiano Health Center, 102 W. Foulke, x 4550
International students	International Admissions and Services, 330College, x 4558
Intramural Sports	Intramural Sports, Recreational Services, FRC, x 4842
Judicial matters	Student Services, Old Main, x 4570
Koehler Complex	x 4663
Language Lab	Language lab, Davis 185, x 4878
Leadership development	Student Activities and Commuter Student Services AMU, x 4606
Libraries	Shafer Library, x 4627 Public Library, 206 Broadway, 419-422-1712 Black Heritage Library, 817 Harmon, 419-423-4954
Local activities in Findlay	Riverside Park and 13 other parks locations are listed at: <a href="http://www.ci.findlay.oh.us/recreation/parklist.htm">www.ci.findlay.oh.us/recreation/parklist.htm</a> Findlay Village Mall, 1800 Tiffin Ave., 419-423-8732 Sportsman's Lanes, 616 Trenton Ave., 419-422-9757 Hancock Recreation Center, 3430 N. Main, 419-423-8533 Shady Grove Driving Range & Miniature Golf, 15733 US Rt 224 E, 419-422-7494 Swing Time Sports Center, 901 E Bigelow, 419-427-9464 Greater Findlay, Inc. <a href="http://www.greaterfindlayinc.com">www.greaterfindlayinc.com</a>
Lost and Found	Security Office, Lovett Hall, x 4799
Movies	On campus – Campus Program Board, x 4739 UF Village Residence Life Office (for on Campus students) Off - Carmike Cinemas, 906 Interstate Drive, 419-423-7414 Off - Findlay Village Mall, 1800 Tiffin Ave., 419-423-2861
Multi – cultural programming	Office of Intercultural Student Services, Old Main, x 6967

	International Admissions and Services, 330 College, x 4558
Museums and Historical sites	Black Heritage Library, 817 Harmon, 419-423-4954 Hancock Historical Museum 422 W. Sandusky 419-423-4433 Dewald Funk House, 345 East Street, 419-421-0411 Mazza Museum International Art from Picture Books, x 5521
Notary Public	Business Affairs, Old Main, x 4521
Oiler Mart	AMU, x 6549
Orange and Black Pro Shop	FRC, x 6756
Orientation, academic	International Students – International Admissions and Services, 330 College, x 4558
	American Students – Admissions Office, Morey Hall, x 4732
Orientation to campus life	Int'l Students – International Admissions and Services, 330 College, x 4558 American Students – Recreational Services, FRC, x 4842
Overseas study	Office for Academic Enhancement, Old Main, x 4166
Parking	Security Office, Lovett Hall, x 4799
Poison Control Center	1-800-589-3897
Payments	Business Office, Old Main, x 4690
Performing Arts at UF	Information, x 4531 Box Office, x 5335
Post Office	Postal Services, basement Old Main, x 4839
Public Transportation	Accurate Cab of Findlay, 419-424-0150 H.A.T.S – (419) 423-7261
Pulse	Campus Newspaper, x 4621
Radio, student	WLFC radio station, Egner, x 4747, 419-434-9532
Rental properties	Physical Plant, x 4544
Residence Life Issues	Student Services, Old Main, x 4570
Readmission	Graduate and Professional Studies, Old Main, x 4600
Recreational Services	FRC, x 4842 Cardio Center, FRC, X 4340
Safety and Security matters	Security Office, Lovett Hall, x 4799 Findlay Police Department, 419-424-7150
Schedule of courses	Registrar Office, basement Old Main, x 4556, x 4552
Sexual Assault Crisis and Safety Education	Counseling Services, 307 Frazer, x 4526
Sexual Harassment Hotline	x 6777
Sexually Transmitted Infections (STI's)	Ohio STI hotline, 800-332-2437 Cosiano Health Center, 102 W Foulke, x 4550
Sib's and Kid's Weekend	Student Services, Old Main, x 4570
Sorority Recruitment	Student Services, Old Main, x 4570
Students of Color (Racial-ethnic)	Office of Intercultural Student Services, Old Main, x 6967
Student Employment	Student Employment Office, Career Services, UF Village, x 5338
Student Government Association	SGA Office, AMU, x 4849
Student Organizations	Student Activities, AMU, x 4606
Suicide Hotline	Hancock County Crisis Hotline 1-888-936-7116 Counseling Services, 307 Frazer, x 4526
S.O.A.R	Student Office of Advocacy and Retention, Old Main, x 4068
Support Groups	Contact Counseling Services for listings and availability, x 4526
Telephone Issues	ITS, x 4848

Test Proctoring Center	Academic Support Center, Old Main, x 4697
Tickets, athletic	x 4663
Tickets, movie at the mall	Campus Program Board Office, AMU, x 4739
Tickets (theatre, music, cultural events)	Theatre and Music - Egner 200, x 4531 Cultural Events - x 4166
Tours, campus	Admissions Office, Morey Hall, x 4732
Transcripts	Registrar Office, basement Old Main, x 4556, x 4552
Transfer Inquiries	Admissions Office, Morey Hall, x 4732
Tutoring Services	Academic Support Center, Old Main, x 4697
UF Bulletin Board (Channel 22) Advertising	Facilities Scheduling & Events Office, x 6942
Village Café	UF Village, x 4097 or villagecafe@findlay.edu
Voicemail Issues	ITS, x 4848
Volunteer programs	Campus Compact, 334 Davis St. # D, x 6671
Withdrawal from the University	Student Office of Advocacy and Retention, Old Main, x 4068
Winebrenner Theological Seminary	Undergrad, Grad, Doctoral Registrar x 4200 or <a href="http://www.winebrenner.edu">www.winebrenner.edu</a>
Women's issues	Cosiano Health Center, Womankind Clinic-Shirley Cole Women's Resource Center, 1119 Main St, 419-424-9948 Planned Parenthood 419-423-4611
Writing Center	Academic Support Center, Old Main, x 4697

9/17/07