

# WHO DO I SEE?

Visit the Howard Community College Web Site at <http://www.howaardcc.edu>

(All telephone numbers are within the **410** area code.)

<b>Information</b>	<b>Location</b>	<b>Building</b>	<b>Phone</b>
Academic Regulations	See HCC Catalog		
Address, Name, Telephone Number Change	Admission & Advising Office	RCF-242	772-4856
Advertisement/Publicity	Office of Student Life	SA-201	772-4896
Admission to HCC	Admission & Advising Office	RCF-242	772-4856
Advising	Admission & Advising Office	RCF-242	772-4856
Affirmative Action	Human Resources Office	N-100	772-4817
Allied Health Programs: Cardiovascular Technology, Emergency Medical Services, Radiological Technology	Admission & Advising Office	RCF-242	772-4856
Alumni Information	Development & Alumni Relations Office	MH-102	772-4450
Application for Admission	Admissions & Advising Office	RCF-242	772-4856
Art Gallery	Theatre Office	MH-160	772-4870
Athletic Department	Athletic and Fitness	AFC-120	772-4804
Bulletin Board Notices	Office of Student Life	SA-201	772-4896
Business Courses	Business/Computers Division	DH-239	772-4441
Career Information	Counseling & Career Services	RCF-302	772-4840
Career Link	Counseling & Career Services	RCF-302	772-4954
Career Services	Counseling & Career Services	RCF-302	772-4840
Change of Learning Program	Admissions & Advising Office	RCF-242	772-4856
Children's Learning Center	Children's Learning Center	CLC	772-4150
Citation Appeal	Director of Security	RCF117	772-4802
Clubs	Office of Student Life	SA-201	772-4896
College Catalogues (HCC and other colleges)	Admissions & Advising Office	RCF-242	772-4856
Commencement	Records & Registration	RCF-233	772-4563
Community Service	Center for Service Learning	DH-339	772-4432
Computer Labs	Duncan Hall	DH-110	772-4602
Continuing Education & Workforce Development	Continuing Education Office	HR-100	772-4823
Cooperative Education	Counseling and Career Services	RCF-302	772-4840
Course Clearance (based on placement testing, prior HCC courses, and transcripts)	Admissions & Advising Office	RCF-242	772-4856
Disabled Student Services	Student Support Services	RCF-302	772-4629

<b>Information</b>	<b>Location</b>	<b>Building</b>	<b>Phone</b>
Diversity Issues	Office of Student Life	SA-201	772-4896
Dropping/Adding Courses	Registration Counter	RCF-233	772-4764
E-Mail	Help Desk	DH-110	772-4444
Emergency	Security	RCF-117	772-4882
Emergency College Closing	Information Desk	RCF-114	772-4800
Enrollment Verification	Records & Registration	RCF-233	772-4764
Evening Services	Information Desk	RCF-114	772-4800
Financial Aid	Financial Aid Services	RCF-222	772-4912
General Information	Welcome Center	RCF-114	772-4800
Grade Reports	Registration Counter	RCF-233	772-4764
Graduation Petition	Admissions & Advising Office	RCF-242	772-4856
HCC Express Login	Help Desk	DH-110	772-4444
Help Desk	English, Languages and Business Building	DH-110	772-4444
Housing	Office of Student Life	SA-201	772-4896
Humanities Courses	Arts & Humanities Division	HVPA-200	772-4265
ID Cards	Security Office	RCF-117	772-4225
Independent Study	Division Chair where study will be taken		
International Students (Credit)	Admissions & Advising Office	RCF-242	772-4856
(Non-Credit)	Continuing Education	HR-100	772-4823
Job Assistance	Counseling & Career Services	RCF-302	772-4840
Loans	Financial Aid Services	RCF-222	772-4912
Lockers (Gray)	Bookstore	RCF-113	772-4816
(Tan)	Music Department	HVPA-260F	772-4914
Lost and Found	Security Office	RCF-117	772-4225
Math Courses	Math Division Office	HR-300	772-4440
Mediation/Conflict	Mediation and Conflict Resolution Center	DH-336	772-4620
Newspaper (HCC Times)	Office of Student Life	SA-201	772-4896
Non-Credit Courses	Continuing Education Office	HR-100	772-4823
Nursing	Admissions & Advising Office	RCF-242	772-4856
Parking Decals	Security	RCF-117	772-4225
Parking Regulations	HCC Catalogue, Student Handbook or Security Office	RCF-117	772-4225
Pay Telephones	Administration Building near Smith Theatre, Lower Galleria, Nursing Building near Library (outside), Life Fitness Center		
Personal Counseling	Counseling & Career Services	RCF-302	772-4840
Photocopying Machine	Library	CL-200	772-4922
President	President's Office	MH-250	772-4820

<b>Information</b>	<b>Location</b>	<b>Building</b>	<b>Phone</b>
Probation, Academic	VP of Academic Affairs	MH-258	772-4807
Registration	Registration Office	RCF-233	772-4764
Scholarships	Financial Aid Services	RCF-222	772-4912
Science Courses	Science & Technology Division	ST-248	772-4827
Student Government Association	SGA Office	SA-201	772-4573
Telephones	See "Pay Telephones"		
Testing	Placement Testing	RCF-361	772-4856
Test Center	RCF-359	772-4853	
Textbooks	Bookstore	RCF-113	772-4816
Theatre Box Office	Smith Theatre	MH-181	772-4900
Theatre Productions	Rep Stage	HVPA-200	772-4940
Theatre Tickets	See "Theatre Box Office"	MH-181	772-4900
Tournaments and Leagues	Athletic and Fitness Center	AFC-120	772-4684
Transcripts	Registration Counter	RCF-233	772-4764
Transcript Evaluation	Admissions & Advising Office	RCF-242	772-4856
Transfer Center	Admissions & Advising Office	RCF-242	772-4856
TTY/TTD	Admissions & Advising Office	RCF-242	772-4856
	Student Support Services	RCF-302	772-4629
Tuition Payments and Refunds	Cashier's Office	RCF-212	772-4850
Tutoring Services	Learning Assistance Center	RCF-340	772-4822
Veteran's Affairs	Records & Registration	RCF-233	772-4514
Vice President of Academic Affairs	Senior Administration Office	MH-264	772-4807
Vice President of Administration & Finance	Senior Administration Office	MH-216	772-4918
Vice President of Information Technology	Senior Administration Office	MH-262	772-4442
Vice President of Student Services	Senior Administration Office	MH-260	772-4809
Volunteer Opportunities	Center for Service Learning	DH-339	772-4432
Voter Registration	Office of Student Life	SA-201	772-4896
Wellness Programs & Services	Wellness Center	CL-178	772-4950
Wireless Internet	Help Desk	DH-110	772-4444
Withdrawal from Class/College	Registration Counter	RCF-233	772-4995