
Who? What? Where?

(Student, course, and faculty information is available via ASKBANNER from the Vassar home page: www.vassar.edu)

My home **ADDRESS** has changed. Who should I tell?
Registrar, Main Building (north wing, room 118), extension 5270

I want to register my **BICYCLE**.
Security, 2490 New Hackensack Road, extension 5200

I have questions about my **BILL** from the college.
Student Accounts, Main Building (1st floor, room 110), extension 5245

I would like information about **BIRTH CONTROL**.
Health Service, Baldwin House (2nd floor), extension 5818
CHOICE, Jewett House basement

I would like to **BORROW** a coffee urn, punch bowl, or a garbage can.
Campus Activities, College Center (1st floor), extension 5370

I would like to start my own **BUSINESS** on campus.
Campus Activities, College Center (1st floor), extension 5370

I would like to have an event listed in the **CALENDAR**.
Campus Activities, College Center (1st floor), extension 5370

Where can I get information about **CAMPUS EMPLOYMENT**?
Student Employment, Main Building (south wing, room 182), extension 5318

I want to register a **CAR**.
Security, 2490 New Hackensack Road, extension 5200

I'm having trouble connecting to the campus **COMPUTER NETWORK**.
Computing and Information Services Help Desk, Computer Center Building,
extension 7224

I would like some personal **COUNSELING**.
Counseling Service, Metcalf House, extension 5700

I want to change a **COURSE** (drop or add).
Faculty Advisor
Registrar, Main Building (north wing, room 118), extension 5270

I want to reserve **DINING FACILITIES** at ACDC.
Catering Specialist, extension 5833

I want to file **DISCIPLINARY CHARGES** against another member of the college community.
Dean of Students, Main Building (1st floor, room 121), extension 5315

I think I may have a **DRINKING OR DRUG PROBLEM**.

Counseling Service, Metcalf House, extension 5700

I want to schedule an **EVENT** in a college facility.

Campus Activities, College Center (1st floor), extension 5370

I would like to do **FIELD WORK** in a local organization for academic credit.

Field Work, Main Building (north wing, room 165), extension 5280

I want to conduct a **FUNDRAISING ACTIVITY** for a student organization (bake sales, etc.).

Campus Activities, College Center (1st floor), extension 5370

I want to help Vassar's **FUNDRAISING**.

Development, Old Laundry Building, extension 5400

I need information about **GRADUATE SCHOOL ENTRANCE EXAMS** (LSAT/MCAT/GRE/GMAT).

Career Development Office, Main, 1st floor S-170

I need to get a **GUEST PASS**.

Residential Operations Center (ROC), Josselyn House, extension 7169

Campus Response Center (CRC), Main Building (lobby), extension 5221

I think I have been a victim of **HARASSMENT**.

Equal Opportunity and Affirmative Action, Metcalf House, extension 7584

CARES, extension 5221 or 7333

I need to report a **HATE CRIME/BIAS INCIDENT**.

Security, Campus Response Center, Main Building, extension 7333 (emergencies)

Equal Opportunity and Affirmative Action, Metcalf House, extension 7584

Campus Life, Main Building (north wing, room 163), extension 5426

Administrator-on-Call/House Advisor, extension 5221 to page the AOC

I lost my student **ID**.

ID/Card Office, Students' Building (1st floor), extension 2273 (CARD)

I'm not sure I have student **INSURANCE** or know how to file a claim.

Student Accounts, Main Building (1st floor, room 110), extension 5245

I would like to learn more about **INTERGROUP DIALOGUES** on campus.

Campus Life, Main Building (north wing, room 163), extension 5426

I need an **INTERNATIONAL STUDENT ID** card.

Registrar, Main Building (north wing, room 118), extension 5270

I want to know about going **JUNIOR YEAR ABROAD**.

International Programs, Main Building (north wing, room 173), extension 5260

I have lost my room **KEY**.

Residential Operations Center (ROC), Josselyn House, extension 7169

I need a small, short-term **LOAN**.

Financial Aid, Main Building (south wing, room 199), extension 5320

Where is the college's **LOST AND FOUND**?

College Information Center, College Center (1st floor), extension 4636 (INFO)

I would like to teach or take a **MINI-COURSE**.

Campus Activities, College Center (1st floor), extension 5370

Where can I practice my **MUSICAL INSTRUMENT**?

Music Department, Skinner Hall practice rooms, extension 7319

I need to pay a college **PARKING TICKET**.

Cashier, Main Building (1st floor), extension 5340

I would like to have a **PARTY** in my TA, TH, or residence hall room.

Residential Life, Main Building (1st floor, room 120), extension 5860

I would like to have a **PARTY** in a public space on campus (i.e., residence hall, multipurpose room, or on the grounds).

Campus Activities, College Center (1st floor), extension 5370

I would like some **PEER COUNSELING**.

TLC (The Listening Center), Davison House basement, extension 7136

CARES, Blegen House, extension 5221

I think I have been a victim of **RACIAL DISCRIMINATION**.

Campus Life/ALANA Center, extension 5954

I think I have been a victim of **RAPE**.

Security, 2490 New Hackensack Road, extension 7333

SART (Sexual Assault Response Team) and/or SAVP (Sexual Assault Violence Prevention Program), Health Education Office, Metcalf House, extension 7769

CARES, extension 5221

Health Service, Baldwin House (1st floor), extension 5800

Counseling Service, Metcalf House, extension 5700

I need to get **REFERENCES** for jobs.

Career Development, Main Building (south wing, room 170), extension 5285

I would like to become involved in **RELIGIOUS PROGRAMS** on campus.

Religious and Spiritual Life, Chapel Tower, extension 5550

I would like to get help in **RESOLVING A PROBLEM** with my roommate or someone else on campus.

Campus Life, Main Building (north wing, room 163), extension 5426

I need to prepare a **RESUME**.

Career Development, Main Building (south wing, room 170), extension 5285

I have difficulty figuring out what my **RIGHTS** are in responding to a college regulations or other panel hearing.

Campus Life, Main Building (north wing, room 163), extension 5426

I am having **ROOMMATE** problems.

Student Fellow, House Advisor

I would like information about **SAFER SEX**.

Health Service, Baldwin House (1st floor), extension 5800

CHOICE, Jewett House basement

AIDS Education Committee, VSA Offices, College Center (2nd floor, room 207), extension 5381

I want to learn about **SPIRITUAL LIFE** on campus.

Religious and Spiritual Life, Chapel Tower, extension 5550

I want to become involved in **STUDENT ACTIVITIES**.

Campus Activities, College Center (1st floor), extension 5370

I want to know more about **RESOURCES FOR STUDENTS OF COLOR**.

Campus Life/ALANA Center, extension 5954

I want to know more about **RESOURCES FOR LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER COMMUNITIES**.

Campus Life/Blegen House, extension 3521

I want to be a **STUDENT FELLOW**.

Residential Life, Main Building (1st floor, room 120), extension 5860

I want to participate in **STUDENT GOVERNMENT**.

VSA, College Center (2nd floor, room 207), extension 5381

I want to form a new **STUDENT ORGANIZATION**.

VSA, College Center (2nd floor, room 207), extension 5381

I need a letter verifying my **STUDENT STATUS**.

Registrar, Main Building (north wing, room 118), extension 5270

I want to reserve a **TABLE** in the College Center.

Campus Activities, College Center (1st floor), extension 5370

Something is wrong with the **TELEPHONE** in my dorm room.

Telecommunications, Main Building (1st floor, south wing, room 187), extension 7014

I want to be a **TOUR GUIDE**.

Admissions, Kautz Admission House, extension 7300

I need a **TRANSCRIPT** sent to a school or employer.

Registrar, Main Building (north wing, room 118), extension 5270

Where can I get **TRANSPORTATION INFORMATION** for transport to the train, mall, airport, etc.?

See “Transportation” on page 63.

I want to add money to my **V-CARD ACCOUNT**.

ID/Card Office, CIS Building, adjacent to the Help Desk, extension 2273 (CARD), or use the Value Transfer Station (VTS) next to the Cashier Window (Main Building lobby) or in the Students’ Building, or add money online at <http://card.vassar.edu/index.html>

I would like to do **VOLUNTEER** work in the local community.

Field Work, Main Building (north wing, room 165), extension 5280

I’d like to improve my **WRITING, MATH, OR STUDY SKILLS**.

Learning, Teaching, and Research Center, Library (room 122), extension 5215

Any other questions?

College Information Center, extension 4636 (INFO)

College Message Center, extension 5460 or 5461

Hours of Operation

Administrative Offices

8:30am-5:00pm, Monday through Friday

Athletics and Fitness Center

Telephone: extension 7450

9:00am-6:00pm, Monday through Friday

11:00am-3:30pm, Saturday

Bookstore

Telephone: extension 5870

9:00am-6:00pm, Monday through Friday

11:00am-3:30pm, Saturday

Campus Dining

All Campus Dining Center, Students' Building

Telephone: extension 5830

7:00am-8:30pm, Monday through Friday

8:00am-8:00pm, Saturday and Sunday

Java City Cafe, Students' Building, third floor

7:00pm-2:00am, Sunday through Thursday

The Kiosk, College Center, north atrium

8:00am-5:00pm, Monday through Friday

Matthew's Bean, Library

Telephone: extension 4754

9:00pm-1:00am, Sunday through Thursday

The Retreat, College Center, south atrium

Telephone: extension 7174

8:30am-11:00pm, Monday through Friday

Noon-11:00pm, Saturday and Sunday

The Vassar Express, College Center, second floor

11:30am-1:45pm, Monday through Thursday

College Center

24 hours a day, 7 days a week

After 1:00am, access is through Main Building only.

Computer Center

Telephone: extension 7230

8:30am-5:00pm, Monday through Friday

Help Desk Telephone: extension 7224

CIS Help Desk Hours: 8:30am-5:00pm, Monday through Friday

Library Help Desk Hours: 8:30am – 10:00pm Monday through Friday

Noon – 10:00 pm Saturday

Noon – 11:00pm Sunday

Copy Center

Telephone: extension 5345

8:30am-5:00pm, Monday through Friday (during academic year)

Website: <http://copycenter.vassar.edu>

Services: Black and white and color copying and printing; folding, collating, stapling, and cutting; binding and booklet making; shredding. Contact Copy Center for rates.

Escort Service

Telephone: extension 7232

7:00pm-2:30am, Sunday through Thursday

7:00pm-3:00am, Friday and Saturday

From November to March (when daylight savings time is not in effect), the escort service starts at 6:00pm.

Frances Lehman Loeb Art Center

Telephone: extension 5237

Information line: (5632) Loeb

10:00am-5:00pm, Tuesday, Wednesday, Friday, and Saturday

10:00am-9:00pm, Thursday

1:00pm-5:00pm, Sunday

Closed on Mondays, Easter Sunday, Thanksgiving Day, and the week between Christmas and New Year's Day.

Libraries

Main and Art

Telephone: main extension 5760, art extension 5790

8:30am-1:30am, Monday through Thursday

8:30am-10:00pm, Friday

9:00am-10:00pm, Saturday

10:00am-1:30am, Sunday

Special Collections

Telephone: extension 5799

10:00am-noon, 1:00pm-5:00pm, Monday through Friday

Music

Telephone: extension 7492

8:30am-11:00pm, Monday through Thursday

8:30am-5:00pm, Friday

Noon-7:00pm, Saturday

Noon-11:00pm, Sunday

Media Resources

Telephone: main office/scheduling, extension 7480

Workshop/equipment pickup, extension 7479

8:30am-9:30pm, Monday through Thursday

8:30am-5:00pm, Friday

Website: computing.vassar.edu/equipment/index.html

Post Office

Telephone: extension 5455

9:00am-4:30pm, Monday through Friday

9:00am-11:45am, Saturday

Students' Building

Noon-1:00am, 7 days a week

Java City Cafe: 4:00pm-12:30am, 7 days a week