# Student Services and Campus Resources Chart:

## Clark College (https://www.clark.edu/)

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| --- | --- | --- | --- |
| Service or Support | Location and/or Contact | Tasks Associated with this Office | Notes or Next Steps |
| Student Financial Services/ Financial Aid Office | Financial Aid Office  Room 101 Gaiser Hall  [finaidmail@clark.edu](mailto:finaidmail@clark.edu)  (360) 992-2153  <https://www.clark.edu/enroll/paying-for-college/financial-aid/index.php> | * FAFSA/WASFA support. * Helping with understanding aid. * Financial Workshops. | This office will help you with all things financial aid. Plan on contacting them with any questions regarding your award package. |
| Billing/ Bursar Office | Cashier’s Office  Room 153  Penguin Union Building  [cashiers@clark.edu](mailto:cashiers@clark.edu)  (360) 992-2177  <https://www.clark.edu/enroll/registration/tuition-fees/cashiers_office.php> | * Collect cash or check payments. * Receives online payments. | Questions about your billing statement? Mask sure you reach out to the cashier’s office. If they cannot help you, they will refer you to financial aid! |
| Registration | Enrollment Services Room 128  Gaiser Hall  [enroll@clark.edu](mailto:enroll@clark.edu)  (360) 992-2183  <https://www.clark.edu/enroll/registration/faq.php> | * In-person enrollment support * Adding and dropping classes * Late Registration * Waitlists * Zoom Room Office Hours | You will want to register early! Make sure you check the dates and sign up for classes as soon as they open. Attending the summer bridge experience with GEAR UP will point you in the right direction to get into the classes you’re hoping for in a timely manner! |
| Your Advisor | Advising Services  Room 108  Gaiser Hall  (360) 992 – 2345  <https://www.clark.edu/enroll/advising-services/index.php> | * Plan for reaching goals * Class selection, degree requirements, transfer information, and major declaration | We recommend meeting with an advisor before enrolling each quarter to ensure you are taking the right classes on a path that works for your schedule. |
| IT Help Desk | Student Help Desk  AA4 – 110 Lab  [helpdesk@students.clark.edu](mailto:helpdesk@students.clark.edu)  (360) 992- 2562  <https://www.clark.edu/its/documentation-and-resources/students/helpdesk.php> | * Supports students with hardware and software * Students are welcome to use the Mini lab. * Troubleshooting for personal devices | This department recommends that you call beforehand to ensure they are open. IT support is available to Clark College Students free of charge. |
| Accessibility Services/ Disability Services | Disability Support Services  Room 013 Penguin Union Building  [dss@clark.edu](mailto:dss@clark.edu)  (360) 922- 2879  <https://www.clark.edu/campus-life/student-support/disability_support/index.php> | * Provides services to make school accessible * Provides accommodations * Helps students sign up for accommodations * Holds workshops to support students | If you need accommodations to reach your academic goals, visit this department on or before your first week of classes. |
| Residential Life/ Housing | Clark College Does Not Provide Housing |  | Please contact your GEAR UP Team if you need help finding suitable housing. They’d be happy to assist you. |
| Bookstore | Clark College Bookstore  East Gaiser Hall  (360) 992-2149  <https://www.clarkbookstore.com/> | * Offers textbooks and supplies. * Student IDs * Parking Permits * Discounted bus passes * Clark College Merch | Stop by the bookstore for bus passes, parking permits, and student IDs. Stay to find the textbooks you need for class. If you want assistance finding even cheaper textbooks, contact your GEAR UP Team. They’d be happy to assist. Also, grab that Penguin Merch to wear proudly. |
| Library | Cannell Library  (360) 992 – 2375  <https://library.clark.edu/content/locations> | * Borrow books * Renew books * Order materials * Request specialized equipment * Enjoy study areas * Digital Library | College libraries are a must-stop! Make sure to visit your digital library too! These are free of charge as a Clark College Penguin, so take advantage of the materials you can borrow to support your learning. |
| Student Support Services | <https://www.clark.edu/campus-life/student-support/> | * Academic wellness * Social wellness * Financial Wellness * Physical and Emotional Wellness * Success Coaches | There are multiple services on campus to help you thrive. Visit the link and click on the support type you need! |
| Health Center (if applicable) | Counseling & Health Center  Room 124 HSC  [chc@clark.edu](mailto:chc@clark.edu)  (360) 992-2614 (call or text!)  <https://www.clark.edu/campus-life/student-support/counseling/health_services/services.php> | * Basic wellness services * STI/STD testing * Extensive counseling services | In addition to having your basic wellness screenings, Clark College has a robust counseling department. Not listed here, but worth mentioning that Clark has a dental program that provides [affordable services](https://www.clark.edu/academics/programs/health-care-and-biosciences/dental/clinic/index.php). |
| Tutoring Center | Science, Technology, Engineering, & Math Center  Room 102  Hawkins Hall  (360) 992-2694 | * Free tutoring in all levels of math and science * Virtual tutoring available by appointment | You should visit the tutoring center now that you’ll be a Penguin. Tutoring is free to you and can help you meet your academic goals. |
| Writing Center | Language & Writing Center  Room 102  Hawkins Hall  (360) 992-2253  <https://www.clark.edu/campus-life/student-support/tutoring/stem.php> | * Tutoring services * Resumes & Cover Letters * Research Papers * Outlining and drafting * Proofreading & editing * Citation support * Virtual Tutoring is also available | Now that you are a Penguin, you have free access to writing center tutors! Make sure your work is the best it can be. Go visit the writing center for support. They are there for you! |
| Student Life Office | Office of Student Life  Room 160  Penguin Union Building  [studentlife@clark.edu](mailto:studentlife@clark.edu)  (360) 992-2441  <https://www.clark.edu/campus-life/student-life/index.php/ascc/forms_docs.php> | * Clubs and programs * Special activities * Cultural events * Intercollegiate athletic programs * Food pantry * Legal Consultations * Student Government * Volunteerism | This is your chance to get involved and make a difference in the community. Student Life also hosts exciting events, goes on excursions, and provides discounted tickets to cool shows and events! |
| Campus Security | Security and Safety Department  Gaiser Hall  (360) 992-2133  <https://www.clark.edu/campus-life/student-support/security/index.php> | * Service and assistance to students * 24/7 campus security * Emergency alert text “penguins” to 67283 | You should feel safe on campus. When you do not, please do not hesitate to use the dispatch number, (360) 992-2133, to receive immediate services. |