## College of Health Sciences Quick Guide to Marquette University Resources

<table>
<thead>
<tr>
<th>Brief Description of Services Provided</th>
<th>Location</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td><strong>Marquette Central</strong></td>
<td>Zilber Hall Room 121</td>
<td>Visit in person – walk-in services provided&lt;br&gt;Call <strong>414-288-4000</strong> (students will need MUID number and 4-digit MCAN number obtained from CheckMarq account)&lt;br&gt;<a href="#">mu.edu/mucentr</a></td>
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<td>• Bursar (billing/payment) – tuition rates, housing fees, make a payment, payment plans&lt;br&gt;• Financial aid – FAFSA, scholarships, grants, loans&lt;br&gt;• Student employment – student payroll, work study&lt;br&gt;• Registrar (academic record) services – academic forms such as course withdrawal/audit, permission to enroll in graduate course, independent study, course conflict approval, MIAD registration, undergraduate internal transfer application&lt;br&gt;• Request transcripts, pick up diploma&lt;br&gt;• Verification of enrollment/tuition</td>
<td><strong>Office of Student Educational Services</strong>&lt;br&gt;• Academic Services: study tips; one-one-one sessions; study skill workshops&lt;br&gt;• Tutoring Program: group tutoring for a large variety of classes&lt;br&gt;• Presentation requests for campus groups, tailored to their specific study needs or interests.</td>
<td><strong>Office of Disability Services</strong>&lt;br&gt;• Process for requesting classroom assistance (accommodations)&lt;br&gt;• Information on accessing activities outside of class: campus events, residence hall, student programs, etc.&lt;br&gt;• Accessibility maps</td>
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<td><strong>Office of Student Educational Services</strong></td>
<td>Coughlin Hall Room 125 &amp; 145</td>
<td>Call <strong>414-288-3270</strong>&lt;br&gt;<a href="#">mu.edu/oses</a></td>
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<tr>
<td><strong>Office of Disability Services</strong></td>
<td>707 Building Room 524</td>
<td>Call <strong>414-288-1645</strong>&lt;br&gt;Email: <a href="mailto:ods@marquette.edu">ods@marquette.edu</a>&lt;br&gt;<a href="#">mu.edu/disability-services</a></td>
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<td><strong>Study Abroad</strong></td>
<td><strong>Holthusen Hall 1st Floor</strong></td>
<td>Schedule appointments on their website: <a href="#">mu.edu/csc</a></td>
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| **Counseling Center (includes career counseling)** | • ADHD; alcohol/other drug use; anxiety; depression; diversity related issues; eating disorders; grief; relationship issues; self-injury; sexual assault, etc.  
• Career counseling: assessment instruments; research different majors and occupations; discuss academic struggles or other issues/stresses  
• Zen Den – comfortable room that can be reserved with resources like light box therapy, biofeedback, yoga and meditation guides, etc. | Holthusen Hall Room 204   | Open M-F 8 -4:30 pm  
Call 414-288-7172 to schedule individual appointments or to sign up for workshops/groups go to their website: mu.edu/counseling |
| **Norman H. Ott Memorial Writing Center** | • One-to-one assistance to students, staff and faculty  
• Review of personal statements for graduate/professional school | Raynor Library Room 240   | Hours vary, check website at mu.edu/writing-center  
Schedule an appointment online at marquette.mywconline.com |
| **Pre-Health Advising**       | • Laurie Goll in the CHS office is the pre-health adviser for CHS students  
• One-on-one meetings throughout students’ academic careers  
• Workshops and events on how to apply to professional programs, pre-health check-ups to be sure you are on track, mock interviews, and more  
• Letter of recommendation service for CHS students applying to professional programs | Schroeder Complex Room 237 | Join the pre-health listerv on their website at mu.edu/pre-health-advising  
Schedule an appointment online at calendly.com/laurie-goll |
| **Adding a minor**            | • Consult undergraduate bulletin for minor requirements  
• Use Academic Advisement in CheckMarq to create “what-if” scenarios (see below)  
• Discuss how requirements fit into current plan of study with your academic advisor  
• Submit Minor Request/Update form – available on the Marquette Central web site under “Forms - Academic” |                          |                                                                      |
| **Degree Progress Tracking**  | • Academic Advisement is a degree audit tool that is fully integrated within the CheckMarq student information system.  
• Create what-if scenarios for changing your major, adding additional major(s) and/or minor(s)  
• Review academic progress with your advisor using the printable PDF report options: “Degree Progress Report” or “Graduation Checklist”  
• For a step-by-step guide to academic advisement: mu.edu/mucentral/registrar/documents/StudentGuidetoAcademicAdvisement.pdf |                          |                                                                      |

**NOTE:** All students in CHS are required to bring a print out of your “Graduation Checklist” to your meeting with your advisor during Mandatory Advising Week (approximately 9th week of the semester)