The Academic Advising Center

Where Do I Go?

- **Academic Advising Center**, Kiely Hall 217, 997-5599; advising.qc.cuny.edu
- **Undergraduate Scholastic Standards Committee**, Frese Hall 201, 997-4488
- **Web Registration**: CUNYfirst: www.home.cunyfirst.cuny.edu
- **Undergraduate Admissions**, Welcome Center, Jefferson Hall Lobby, 997-5614
- **SUMMIT Housing Office**, Summit 138, 997-4881

First appeal: Professor; Second appeal: Department Chair; Third appeal: Dean of Division; Fourth appeal: Provost

- **Undergraduate Admissions**, Welcome Center, Jefferson Hall Lobby, 997-5614
- **Bursar**, Jefferson Hall 200, 997-4500
- **One Stop Service Center (Registrar)**, Dining Hall 128, 997-4141
- **Queens College website**: www.qc.cuny.edu
- **Bookstore**, Student Union Lower Level, 997-3570
- **DegreeWorks via CUNY Portal**: www.cuny.edu
- **Career Development & Internships**, Frese Hall 213, 997-4465
- **College English as a Second Language**, Kiely Hall 227, 997-5670
- **CUNYfirst**: www.home.cunyfirst.cuny.edu; **One Stop Service Center (Registrar)**, Dining Hall Room 128, 997-4141
- **One Stop Service Center (Registrar)**, Dining Hall 128, 997-4141
- **Child Development Center**, Kiely Hall 245, 997-5885
- **CUNYfirst**: www.home.cunyfirst.cuny.edu
  - Kiely Hall 413, 997-3600
  - I Building, 2nd Floor, 997-5967; Science Bldg. A135, 997-3518
  - CUNYfirst: www.home.cunyfirst.cuny.edu
  - Testing Center, Kiely Hall 232, 997-5680
  - Academic Support Center, Kiely Hall 227, 997-5670
  - First step: Registrar’s website (complete and print the form); Second step: Department; Third step: One Stop Service Center, Dining Hall 128, 997-4141
  - Academic Advising Center, Kiely Hall 217, 997-5599
  - CUNY Portal: www.cuny.edu
  - Special Services, Frese Hall 111A, 997-5870
  - Undergraduate Scholastic Standards Committee, Frese Hall 201, 997-4488
  - CUNYfirst: www.home.cunyfirst.cuny.edu
  - Health Services Center, Frese Hall 310, 997-2760
  - Main Gate Security, 997-5911, 997-5912
  - CUNY Alert! Via CUNYfirst: www.home.cunyfirst.cuny.edu
  - Undergraduate Scholastic Standards Committee, Frese Hall 201, 997-4488
  - Registrar’s website: www.qc.cuny.edu/registrar
  - One Stop Service Center, Dining Hall 128, 997-4141
  - Freshman Year Initiative, Honors Hall 5, 997-5567
  - CUNYfirst: www.home.cunyfirst.cuny.edu or DegreeWorks via CUNY Portal: www.cuny.edu
  - CUNYfirst: www.home.cunyfirst.cuny.edu
  - Continuing Education, Queens Hall 105, 997-5700
  - Health Services Center, Frese Hall 310, 997-2760
  - Honors Hall 16, 997-5502
  - One Stop Service Center (QCard Office), Dining Hall Room 128, 997-4240
  - Health Services Center, Frese Hall 310, 997-2760
  - Interdisciplinary Studies, Kiely Hall 1108, 997-5780
  - Admissions Office, Jefferson Hall 105, 997-5604
  - Career Development & Internships, Frese Hall 213, 997-4465
The Academic Advising Center

Where Do I Go?

Job Listings
Leave of Absence
Letter certifying full-time student
Lost & Found
 Minority Student Affairs
Parking
Pass/No Credit option (P/NC)

Peer Counseling
Permits for CUNY Schools
Permits for non-CUNY Schools
Personal Counseling
Photocopying
Pre-Engineering Program
Pre-Health Professions Advisory
Pre-Law Advisory
Probation Counseling
Reentry/Readmissions
Refund (Tuition)

Registration Date
Resume Preparation
Schedule of Classes
Service Indicators (Holds) Inquiries

Sexual Harassment Complaints
Study Abroad/National Exchange
Temporary Grade (INC) Resolution
Transcript(s)

Transfer Credit Evaluation
Tuition Payment
Tuition Statement Tax Form 1098-T
Tutoring and Academic Support

Veteran Students
Visa Issues
Voter Registration
Weekend College
Withdrawal (official)
Withdrawal (appeal for retroactive/late withdrawal)
Writing Center

Career Development & Internships Frese Hall 213, 997-4465
College Counseling & Resource Center, Frese Hall, 1st Floor, 997-5420
One Stop Service Center (Registrar), Dining Hall Room 128, 997-4141
Security, Main Gate, 997-5912
Frese Hall 112, 997-5420
Security/Public Safety, Jefferson Hall 201, 997-4445 (see website)

CUNYfirst: www.home.cunyfirst.cuny.edu
Academic Advising Center, Kiely Hall 217, 997-5599 with questions;
To Elect P/NC Registrars website: www.qc.cuny.edu/registrar
Peer Support Services, Student Union Lower Level 37, 997-5419
ePermit via CUNY Portal: www.cuny.edu
Registrar Paper Application: http://www.qc.cuny.edu/registrar/perm/Pages/default.aspx

College Counseling & Resource Center, Frese Hall, 1st Floor, 997-5420

Library or Student Union, 1st Floor

Physics Department, Science Bldg. B-204, 997-3147
Science Bldg. B-338, 997-3470
Political Science Department, Powdermaker Hall 200, 997-5470
College Counseling & Resource Center, Frese Hall, 1st Floor, 997-5420

Undergraduate Admissions, Welcome Center, Jefferson Hall Lobby, 997-5603

Bursars Website, Registration Review Appeal form:
http://www.qc.cuny.edu/registrar/Documents/Registration_Review_Appeal.pdf

CUNYfirst: www.home.cunyfirst.cuny.edu

Career Development & Internships, Frese Hall 213, 997-4465
CUNYfirst (www.home.cunyfirst.cuny.edu); Registrar, Jefferson Hall 100, 997-4400
CUNYfirst: www.home.cunyfirst.cuny.edu; One Stop Service Center (Registrar), Dining Hall 128, 997-4141

Office of Compliance and Diversity Programs, Kiely Hall 147, 997-5888
Kiely Hall 183, 997-5521

Undergraduate Scholastic Standards Committee, Frese Hall 201, 997-4488
One Stop Service Center (Registrar), Dining Hall 128, 997-4141; Registrar’s website: www.qc.cuny.edu/registrar; CUNYfirst: www.home.cunyfirst.cuny.edu

Undergraduate Admissions, Welcome Center, Jefferson Hall Lobby, 997-5614
Bursar, Jefferson Hall 200, 997-4500
1098-T Tax Credit Hotline, 997-4534

Language (Learning Center), Kiely Hall 226, 997-5970
Math Lab, Kiely Hall 331, 997-5859
Reading, Kiely Hall 131, 997-5677
Science, Remsen Hall 214, 997-5677
Writing, Kiely Hall 229, 997-5676

Discipline Specific Tutoring: See Individual Academic Departments
Veteran Student Services, Student Union 327, 997-5539
International Student Services, Student Union 327, 997-4440
Judicial Affairs and Service Learning, Student Union 320, 997-3970
Weekend College, Queens Hall 215, 202 Powdermaker Hall when WC classes are in session, 997-4848

CUNYfirst: www.home.cunyfirst.cuny.edu

Undergraduate Scholastic Standards Committee, Frese Hall 201, 997-4488

Kiely Hall 229, 997-5676