

Where to Go for Academic Assistance (Fall 2018)

When you have a question about:	Here is what to do:
Dropping or Adding A Course	If it's within the 10-day add/drop period, you can do it yourself online. After that date, see Lisa Tang in CADA, Jefferson Hall, Room 208.
During Advising Process, When You Need A Course Permission	See your assigned Music Faculty Advisor for permission, which is communicated to Melissa by your Music Faculty Advisor.
Need A Graduation Readiness Audit	See Lisa Tang in CADA.
A Course Permission	See Melissa Reeves in the STM Office. She will coordinate with Dr. Bergonzi or relevant faculty member, as needed.
Have a Socio-Emotional Concern	<p>See the person with whom you feel most comfortable. This could include your Music Faculty Advisor, Dr. Bergonzi, or any member of faculty or staff.</p> <p>In the case of urgent need, go or ask someone to help you go immediately to the Counseling Center at the Student Services Building, 1200 W. Harrison, Suite 2010. Phone 312-996-3490; After 5pm just call their help line at 312-996-5535.</p>
A misunderstanding or an issue with a faculty member that you feel can't be resolved by talking directly to that faculty member or when you feel uncomfortable speaking with that faculty member.	Dr. Bergonzi or Director Dunford.
Academic Question and Urgency	<p>Question. First, check with a friend or the Music Student Handbook. If you can't find what you need, contact your Music Faculty Advisor.</p> <p>If it's urgent: set up an appointment with Lisa Tang by email or, if extremely urgent, see Melissa Reeves.</p>
Mentorship re: summer activities	Applied Private Lesson Teacher and Music Faculty Advisor

SOME OF THE MANY HELPFUL PEOPLE AT STM

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