

## UNK Resource Guide: Whom to See About What

NOTE: Warner Hall & Library are undergoing renovations and offices will be relocated starting in the winter 23

### Whom to See About What

If you have a question, check this listing for the office that can best assist you.

All campus telephone numbers will be **308-865-XXXX** unless otherwise noted. If you call from a campus telephone dial the last four digits

#### Absences/Excuse due to:

*Academic/Athletic Trip* - instructor(s)

*Car trouble/weather related* - instructor(s)

*Family Emergency/Death* – Student Affairs Office ,  
Memorial Student Affairs Building, 8528

[www.unk.edu/studentaffairs](http://www.unk.edu/studentaffairs)

*Illness- 2 days or less* - instructor(s)

*Illness- 3 days or more* - Student Affairs Office,  
Memorial Student Affairs Building, 8528

[www.unk.edu/studentaffairs](http://www.unk.edu/studentaffairs)

*Military* - Military and Veterans Service Office, 8677  
[unkveterans@unk.edu](mailto:unkveterans@unk.edu)

*University Sponsored Trip* - faculty sponsor and  
instructor(s)

*Vacation* - instructor(s)

#### Academic Policy

Office of Records & Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/index.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/index.php)

#### Academic Advising & Career Development

Academic Advising & Career Development,  
Memorial Student Affairs Building, 8501,  
[www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

#### Academic Records

Office of Records & Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/Academic\\_Record\\_System.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/Academic_Record_System.php)

#### Academic Support

- Academic Success, Memorial Student Affairs Building, 8988  
[www.unk.edu/offices/academic\\_success/index.php](http://www.unk.edu/offices/academic_success/index.php)
- Learning Commons, 8905 & Learning Strategies, 8728; Calvin T. Ryan Library,  
[www.unk.edu/offices/learning\\_commons/](http://www.unk.edu/offices/learning_commons/)

[learning-strategies/index.php](http://www.unk.edu/learning-strategies/index.php)

#### Access to Buildings (when locked)

UNK Police, Facilities Building, 8911

Emergencies or after hours, 8911

[www.unk.edu/police](http://www.unk.edu/police)

#### Accidents

UNK Police, Facilities Building, 8911 or 911

Emergencies or after hours, 627-8911 or 911

[www.unk.edu/police](http://www.unk.edu/police)

#### Accounts Receivable /

#### Student Accounts Charges, Payments, and Refunds

Finance Office, Warner Hall, 8524,

[www.unk.edu/offices/finance](http://www.unk.edu/offices/finance)

#### ACT Scores

Office of Admissions, Memorial Student Affairs  
Building, 8526,

[www.unk.edu/admissions/undergraduate/admissions-requirements.php](http://www.unk.edu/admissions/undergraduate/admissions-requirements.php)

ACT Code: 2468

#### Address Changes

Office of Records & Registration, Warner Hall, 8527  
- Student can make changes on MyBLUE account  
online.

#### Administration

[www.unk.edu/about/administration/](http://www.unk.edu/about/administration/)

#### Chancellor

Douglas A. Kristensen, J.D., Warner Hall,  
8208

#### Interim Senior Vice Chancellor for Academic

Julie Shaffer, Ph.D., Warner Hall, 8209

#### Vice Chancellor for Business and Finance

Jon Watts, Warner Hall, 8205

#### Vice Chancellor Enrollment Management and Marketing

Kelly Bartling, Warner Hall, 8455

#### Associate Vice Chancellor of Student Affairs

George Holman, Memorial Student Affairs  
Building 8528,

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### **NU Foundation and Alumni**

Lucas Dart, NU Foundation, 698-5270,  
**Senior Advisor to the Chancellor**  
John Falconer, Warner Hall, 8715,

### **Admissions Office of Applications, Requirements**

Office of Undergraduate Recruitment and Admissions, Memorial Student Affairs Building, 8526, [www.unk.edu/admissions](http://www.unk.edu/admissions)

### **Admissions; Visitor Tours**

Information for prospective students, Office of Undergraduate Recruitment & Admissions, Memorial Student Affairs Building, 8526, [www.unk.edu/admissions/campus-visit.php](http://www.unk.edu/admissions/campus-visit.php)

### **Advising (Academic)**

Department of interested major; Academic Advising & Career Development Memorial Student Affairs Building, 8501 [www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

### **Advisor Changes**

Academic Advising & Career Development, Memorial Student Affairs Building, 8501 [www.unk.edu/offices/acs/academic\\_advising.php](http://www.unk.edu/offices/acs/academic_advising.php)

### **Affirmative Action**

Office of Equity & Compliance, Warner Hall, 8655, [https://www.unk.edu/about/compliance/discrimination-and-harassment/affirmative\\_action\\_plan.php](https://www.unk.edu/about/compliance/discrimination-and-harassment/affirmative_action_plan.php)

### **Alcohol/Drug Education Programs**

Student Health and Counseling, Memorial Student Affairs Building 8248, [https://www.unk.edu/offices/counseling\\_healthcare/counseling\\_care/alcohol-use-resources.php](https://www.unk.edu/offices/counseling_healthcare/counseling_care/alcohol-use-resources.php)

### **Alumni Association**

214 W 39<sup>th</sup> St, 698-5271, including the Alumni House, <https://unkalumni.org/>

### **Annual Campus Security and Fire Report**

UNK Police, Facilities Building, 8911, [www.unk.edu/offices/police/annual\\_security\\_crime\\_fire\\_report.php](http://www.unk.edu/offices/police/annual_security_crime_fire_report.php)

### **Antelope Newspaper**

The Antelope Newspaper Office, Mitchell Center Advertising 8487, Newsroom, 8488  
[www.unkantelope.com/wordpress\\_antelope/](http://www.unkantelope.com/wordpress_antelope/)

### **Athletic Freshmen Eligibility**

Athletic Office, 8863, [www.lopers.com](http://www.lopers.com)

### **Birth Control Prescription**

Student Health and Counseling, Memorial Student Affairs Building, 8218  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### **Bomb Threat**

Telephonic/Electronic, 911  
UNK Police, Facilities Building, 8911  
Mail or Unattended Item, UNK Police, Facilities Building, 8911,  
[www.unk.edu/offices/police/index.php](http://www.unk.edu/offices/police/index.php)

### **Books & Supplies**

UNK Online Bookstore, Loper Spirit Shop, Nebraskan Student Union, 8555  
<http://unk.textbookx.com/>

### **Calendar of Events**

Communications and Marketing -Webmaster, 8133  
[www.unk.edu/calendar/](http://www.unk.edu/calendar/)

### **Campus Maps**

UNK Police, Facilities Building, 8367  
[www.unk.edu/about/fastfacts/campus\\_parking\\_map.pdf](http://www.unk.edu/about/fastfacts/campus_parking_map.pdf)

### **Campus Ministries**

Nebraskan Student Union and Student Engagement  
Nebraskan Student Union, 8523

### **Career Services**

Academic Advising & Career Development, Memorial Student Affairs Building, 8501,  
[www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

### **Catalogs, UNK (Undergraduate)**

[www.unk.edu/academic\\_affairs/academic\\_publications/catalogs.php](http://www.unk.edu/academic_affairs/academic_publications/catalogs.php)

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### **Certification of Attendance and Degrees**

Office of Records & Registration, Warner Hall, 8527  
[www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### **Change of Schedule (Adding or dropping a course)**

Schedule adjustments can be made using **MyBLUE** from the time of initial registration through the ninth week of the semester. (Fall and Spring only)

### **Class Schedules (Semester)**

Schedules available on MyBLUE account.  
Office of Records & Registration, Warner Hall, 8527

### **Clery Report**

UNK Police, Facilities Building, 8911,  
[www.unk.edu/offices/police/annual\\_security\\_crime\\_fire\\_report.php](http://www.unk.edu/offices/police/annual_security_crime_fire_report.php)

### **Commencement**

Office of Records and Registration, Warner Hall,  
8527 [www.unk.edu/about/commencement/](http://www.unk.edu/about/commencement/)

### **Copy Machines**

Calvin T. Ryan Library, 8596, [library.unk.edu](http://library.unk.edu)

### **Credit by Examination**

Testing Center, College of Education, 8054,  
[www.unk.edu/academics/testing-center/index.php](http://www.unk.edu/academics/testing-center/index.php)  
Office of Records & Registration, Warner Hall, 8527  
[www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### **Credit/No Credit**

Office of Records and Registration, Warner Hall,  
8527  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/Grades.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/Grades.php)

### **Credits Transferred**

Office of Records and Registration, Warner Hall,  
8527 [www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### **Deans of Colleges:**

**Business & Technology** - Timothy Jares,  
West Center, 8342

[www.unk.edu/academics/bt/](http://www.unk.edu/academics/bt/)

**College of Education** – Mark Reid, College

of Education, 8265,

[www.unk.edu/academics/coe/](http://www.unk.edu/academics/coe/)

**College of Arts and Science** – Paul Twigg,  
Thomas Hall 8881,

[www.unk.edu/academics/arts-and-sciences/](http://www.unk.edu/academics/arts-and-sciences/)

**Graduate Studies** – Mark Ellis,  
Communications Building, 8843

[www.unk.edu/academics/gradstudies/](http://www.unk.edu/academics/gradstudies/)

**Library** – Evan Boyd, Calvin T. Ryan Library,  
8535 <http://library.unk.edu/>

### **Dean's List**

Dean's office of each college. "Deciding" majors are mailed out by Dean of Arts and Science

### **Degree Planning**

See your academic advisor or for "Deciding" students see Academic Advising & Career Development, Memorial Student Affairs Building, 8501, [www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

### **Disability Services for Students, Information**

Disability Services for Students Office, Memorial Student Affairs Building Room 175, 8214,  
[www.unk.edu/dss](http://www.unk.edu/dss)

### **Discrimination**

- UNK Police, Facilities Building, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police Department, 2025 Ave A,  
237-2104 or 911
- Kearney SAFE Center, 620 E. 25th St., Suite  
14, Kearney, 237-2599,  
<https://safecenter.org/>
- Student Health and Counseling, Memorial Student Affairs Building 8248 or 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)
- Student Affairs Office, Memorial Student Affairs Building, 8528,  
[www.unk.edu/student\\_affairs/index.php](http://www.unk.edu/student_affairs/index.php)
- Office of Equity and Compliance, Warner Hall, 8655,  
<https://www.unk.edu/about/compliance/discrimination-and-harassment/index.php>

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- Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### Diversity and Inclusion Resources

Students: Office of Intercultural Engagement and Leadership, Nebraskan Student Union, 8127,  
<http://www.unk.edu/offices/odi/index.php>  
Diversity, Equity and Inclusion Leadership Council,  
8741 [www.unk.edu/about/equity-access-diversity.php](http://www.unk.edu/about/equity-access-diversity.php)

### Domestic Violence/Abuse

- UNK Police, Facilities Building, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police Department, 2025 Ave A,  
237-2104 or 911
- Kearney SAFE Center, 620 E. 25th St., Suite  
14, Kearney, 237-2599,  
<https://safecenter.org/>
- Student Health and Counseling, Memorial  
Student Affairs Building 8248 or 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)
- Student Affairs Office, Memorial Student  
Affairs Building, 8528,  
[www.unk.edu/student\\_affairs/index.php](http://www.unk.edu/student_affairs/index.php)  
Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### Dropping a Class(es)

See “Change of Schedule” or “Withdrawal from UNK”

### Drugs (illegal use)

UNK Police, Facilities Building, 8911  
Emergencies or after hours, 627-8911,  
[www.unk.edu/offices/police/index.php](http://www.unk.edu/offices/police/index.php)  
Kearney Police Department, 2025 Ave A, 237-2104  
or 911

### Drug/Alcohol Resources

Student Health and Counseling, Memorial Student  
Affairs Building, 8248,  
[https://www.unk.edu/offices/counseling\\_healthcare/counseling\\_care/alcohol-use-resources.php](https://www.unk.edu/offices/counseling_healthcare/counseling_care/alcohol-use-resources.php)

### Emergencies (Personal/Family/Campus)

*Student hospitalization* - Student Health and  
Counseling, Memorial Student Affairs Building, 8218  
*Death of student/family member* –Student Affairs  
Office Memorial Student Affairs Building, 8528  
[www.unk.edu/studentaffairs](http://www.unk.edu/studentaffairs)

### English Language Institute (ELI)

International Education, West Center, 8687,  
[www.unk.edu/eli](http://www.unk.edu/eli)

### Facilities Scheduling

- Campus Events & Reservations Coordinator,  
Facilities, 8469
- Student Organizations: Presence, 8523

### FERPA

Office of Record and Registration, Warner Hall,  
8527,  
[www.unk.edu/offices/registrar/ferpa/index.php](http://www.unk.edu/offices/registrar/ferpa/index.php)

### FAX Service

Nebraskan Student Union, 8523

### Final Exam Schedule

Office of Records & Registration Warner Hall, 8527,  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/Final\\_Exam\\_Schedules.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/Final_Exam_Schedules.php)

### Financial Assistance and Counseling

Office of Financial Aid, Memorial Student Affairs  
Building 8520, [www.unk.edu/offices/financial\\_aid/](http://www.unk.edu/offices/financial_aid/)

### First Generation

[www.unk.edu/firstgen/](http://www.unk.edu/firstgen/)

### Food Service Hours

UNK Dining Services, Nebraskan Student Union,  
8428, <https://unkdining.sodexomyway.com/my-meal-plan/>

### Frank Museum

West Campus; 8284,  
[www.unk.edu/offices/frankhouse/](http://www.unk.edu/offices/frankhouse/)

### Fraternities

Fraternity and Sorority Life, Nebraskan Student

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Union, 8057 [www.unk.edu/fsl](http://www.unk.edu/fsl)

### **Free Application for Federal Student Aid (FAFSA)**

Office of Financial Aid, Memorial Student Affairs Building 8520,  
[http://www.unk.edu/offices/financial\\_aid/index.php](http://www.unk.edu/offices/financial_aid/index.php)

### **Glossary**

[www.unk.edu/glossary.php](http://www.unk.edu/glossary.php)

### **Government of the Student Body**

Student Senate Office, Nebraskan Student Union, 8523  
[www.unk.edu/offices/student\\_life/student\\_government/](http://www.unk.edu/offices/student_life/student_government/)

### **Grades, Problems with**

See your instructor; Office of Records and Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### **Graduate School, Admission, Catalogs and Information**

Graduate Studies & Academic Outreach, Communications Building, 8500  
[www.unk.edu/academics/gradstudies/](http://www.unk.edu/academics/gradstudies/)

### **Graduation Evaluation**

Office of Records & Registration, Warner Hall, 8527  
[www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### **Greek Life**

Fraternity and Sorority Life, Nebraskan Student Union, 8057 [www.unk.edu/fsl](http://www.unk.edu/fsl)

### **Grievances, Student (in this order)**

Class-instructor, department chairperson, dean of that college  
An office, director of that office, vice chancellor of that division

### **Handshake**

Academic Advising & Career Development, Memorial Student Affairs Building, 8501,  
[www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

### **Handicapped Student**

Disability Services for Students Office, Memorial Student Affairs Building Room 175, 8214,  
[www.unk.edu/dss](http://www.unk.edu/dss)

### **Harassment/Stalking**

- UNK Police, Facilities Building, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police Department, 2025 Ave A, 237-2104 or 911
- Kearney SAFE Center, 620 E. 25th St., Suite 14, Kearney, 237-2599,  
<https://safecenter.org/>
- Student Health and Counseling, Memorial Student Affairs Building 8248 or 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)
- Student Affairs Office, Memorial Student Affairs Building, 8528,  
[www.unk.edu/student\\_affairs/index.php](http://www.unk.edu/student_affairs/index.php)
- Office of Equity and Compliance, Warner Hall, 8655,  
<https://www.unk.edu/about/compliance/discrimination-and-harassment/index.php>
- Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### **Health Care; Insurance**

Student Health and Counseling, Memorial Student Affairs Building 8218,  
[www.unk.edu/offices/counseling\\_healthcare/health-care/insurance-information.php](http://www.unk.edu/offices/counseling_healthcare/health-care/insurance-information.php)

### **H.I.V. Testing**

Student Health and Counseling, Memorial Student Affairs Building, 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### **Honors Program**

Honors Program Office, Calvin T Ryan Library, 8702  
[www.unk.edu/honors/](http://www.unk.edu/honors/)

### **Housing**

Office of Residence Life, Warner Hall, 8519  
[www.unk.edu/housing](http://www.unk.edu/housing)

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### **ID Card - University Card**

UNK Card Office, Nebraskan Student Union, 8154  
[www.unk.edu/idcard/](http://www.unk.edu/idcard/)

### **Illicit Drug use**

UNK Police, Facilities Building, 8911  
Emergencies or after hours, 627-8911,  
[www.unk.edu/offices/police/index.php](http://www.unk.edu/offices/police/index.php)  
Kearney Police Department, 2025 Ave A, 237-2104  
or 911

### **Immigration Information**

International Student Services, West Center, 8873,  
[www.unk.edu/international/international-student-services/current-international-students/j1-information/index.php](http://www.unk.edu/international/international-student-services/current-international-students/j1-information/index.php)

### **Immunization**

Student Health and Counseling, Memorial Student Affairs Building 8218,  
[www.unk.edu/admissions/undergraduate/visit-unk/nse-orientation/Health Requirements.php](http://www.unk.edu/admissions/undergraduate/visit-unk/nse-orientation/Health Requirements.php)

### **Information, Prospective Students**

Office of Undergraduate Admissions and Recruitment, Memorial Student Affairs Building, 8526  
[www.unk.edu/admissions/](http://www.unk.edu/admissions/)

### **International Admissions & I-20 Forms**

International Admissions, West Center, 8157,  
[www.unk.edu/international/international-admissions/index.php](http://www.unk.edu/international/international-admissions/index.php)

### **International Educational**

West Center, 8246, [www.unk.edu/international/](http://www.unk.edu/international/)

### **International Student Services**

West Center, 8953,  
[www.unk.edu/international/international-student-services/index.php](http://www.unk.edu/international/international-student-services/index.php)

### **Intramural Sports Programs**

Intramurals Office, Cushing Complex, 8676  
[www.unk.edu/offices/campus-rec/](http://www.unk.edu/offices/campus-rec/)

### **Job Search**

Academic Advising & Career Development  
Memorial Student Affairs Building, 8501  
[www.unk.edu/offices/acs/index.php](http://www.unk.edu/offices/acs/index.php)

### **Learning Strategies/ Classes**

Learning Strategies Office, Library, 8728  
[www.unk.edu/offices/learning\\_commons/learning-strategies/index.php](http://www.unk.edu/offices/learning_commons/learning-strategies/index.php)

### **Legal Aid of Nebraska**

- Buffalo County Justice Office, 1<sup>st</sup> Friday of the month from 10 am – 2 pm, 236-1226,
- Tri City Center, 111 West First St, Grand Island, 381-0517  
<https://www.legalaidofnebraska.org>

### **LGBTQIA+ Student Resources (PRISM)**

Office of Intercultural Engagement and Leadership, Nebraskan Student Union Room, 8127,  
[www.unk.edu/offices/odi/heritage-months.php](http://www.unk.edu/offices/odi/heritage-months.php)

### **Library Information/Hours**

Calvin T. Ryan Library, 8596, [library.unk.edu](http://library.unk.edu)

### **Loper Dollars**

Finance Office, Warner Hall, 8524  
[www.unk.edu/offices/id\\_card/loper\\_dollars.php](http://www.unk.edu/offices/id_card/loper_dollars.php)

### **Loper (Food) Pantry,**

Office of Intercultural Engagement and Leadership, Nebraskan Student Union, 8127,  
<http://www.unk.edu/offices/odi/big-blue-cupboard.php>

### **Lost and Found**

- UNK Police, Facilities Building, 8911  
[www.unk.edu/police](http://www.unk.edu/police)
- Welcome Desk, Nebraskan Student Union, 8523

### **Major Changes**

Office of Records & Registration Warner Hall, 8527  
[www.unk.edu/offices/registrar/undergraduate-major-minor-changes.php](http://www.unk.edu/offices/registrar/undergraduate-major-minor-changes.php)



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### **Medical Advice and Treatment**

Student Health and Counseling, Memorial Student Affairs Building 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### **Military and Veterans Information**

Military and Veteran Services Office,  
West Center, 8677, Email: [unkveterans@unk.edu](mailto:unkveterans@unk.edu),  
[www.unk.edu/offices/financial\\_aid/veterans\\_services/index.php](http://www.unk.edu/offices/financial_aid/veterans_services/index.php)

### **Multicultural Student Resources**

Office of Intercultural Engagement and Leadership,  
Nebraskan Student Union, 8127  
<http://www.unk.edu/offices/odi/index.php>

### **Name, Address, Telephone Changes**

Student can make changes through MyBLUE account. Office of Records & Registration, Warner Hall, 8527 for assistance.

### **National Student Exchange Program**

Office of Admissions, Memorial Student Affairs Building 8526,  
[www.unk.edu/student\\_resources/national-student-exchange/index.php](http://www.unk.edu/student_resources/national-student-exchange/index.php)

### **Nebraska Online Legal Self-Help Center**

[nsc.courtinformation@nebraska.gov](mailto:nsc.courtinformation@nebraska.gov), 844-704-0328,  
[supremecourt.nebraska.gov/self-help](http://supremecourt.nebraska.gov/self-help)

### **Nebraskan Student Union and Student Engagement**

Services include: Fraternity and Sorority Life, UNK ID Card Office, University Dining Services, Loper Spirit Shop, Welcome Desk, Wells Fargo ATM, Student Organization Advertising and Promotions, Office of Intercultural Engagement and Leadership, 8523  
[www.unk.edu/offices/student\\_life/index.php](http://www.unk.edu/offices/student_life/index.php)

### **Network Access**

Information Technology Services, Warner Hall, 8363  
[www.unk.edu/offices/its/help\\_desk/](http://www.unk.edu/offices/its/help_desk/)

### **New Student Enrollment**

- Office of Admissions, Memorial Student Affairs Building 8526,  
[www.unk.edu/admissions/](http://www.unk.edu/admissions/)
- Student and Family Transition, Nebraskan Student Union, 1603,  
[www.unk.edu/student\\_affairs/sft/index.php](http://www.unk.edu/student_affairs/sft/index.php)

### **News Services: External Media Relations, Publicity Releases and University Communications**

Communications and Marketing, CMCT 8445; Creative Design, Print and Video Production (Copy Center, Graphic Design), CMCT 8134, Web Services, CMCT 8133

### **Notary Public**

- Human Resources Office, 8522
- Student Health, 8218
- Office of Records & Registration, 8527
- Finance Office, 8524
- Student Engagement, 8154

### **Ombudsperson**

Office of Equity & Compliance, Warner Hall, 8404  
[www.unk.edu/about/compliance/ombudsperson.php](http://www.unk.edu/about/compliance/ombudsperson.php)

### **O.N.E Loper (Online Networking Experience)**

[www.unk.edu/oneloper/](http://www.unk.edu/oneloper/)

### **Online Courses**

UNK Online, Communications Building, 8211  
<https://www.unk.edu/online/index.php>

### **Organizations, Student**

Office of Student Engagement, 8523  
<https://unk.presence.io/>

### **Orientation or New Student Enrollment**

- Office of Undergraduate Recruitment and Admissions, Memorial Student Affairs Building, 8526 [www.unk.edu/nse](http://www.unk.edu/nse)
- Student and Family Transition, Nebraskan Student Union, 1603,  
[www.unk.edu/student\\_affairs/sft/index.php](http://www.unk.edu/student_affairs/sft/index.php)

## UNK Resource Guide: Whom to See About What

**NOTE: Warner Hall & Library are undergoing renovations and offices will be relocated starting in the winter 23**

### Parking Information

UNK Police, Facilities Building, 8367  
[www.unk.edu/police](http://www.unk.edu/police)

### Parking Permit

UNK Police, Facilities Building, 8367  
[www.unk.edu/police](http://www.unk.edu/police)

### PASS Program

Academic Advising & Career Development,  
Memorial Student Affairs Building, 8501,  
[www.unk.edu/offices/acs/academic\\_advising.php](http://www.unk.edu/offices/acs/academic_advising.php)

### Passport Information

- International Student Services, West Center, 8246 [www.unk.edu/international/](http://www.unk.edu/international/)
- Office of Study Abroad, West Center, 8944 [www.unk.edu/studyabroad](http://www.unk.edu/studyabroad)

### Poison Control Center

Poison Control Center, 800-222-1222,  
[www.poison.org](http://www.poison.org)

### Police, Campus

- UNK Police, Facilities Building, 8911
- Emergencies or after hours, 627-8911
- Safe Walk on campus, 8911  
[www.unk.edu/police](http://www.unk.edu/police)

### Police, Kearney

City Police Department,  

- Non-Emergency, 237-2104
- Emergency 911

### Policies and Procedures

[www.unk.edu/about/compliance/policies.php](http://www.unk.edu/about/compliance/policies.php)

### Post Office

Mail Room, Memorial Student Affairs Building,  
8433,  
[www.unk.edu/offices/business\\_services/mailroom.php](http://www.unk.edu/offices/business_services/mailroom.php)

### Posters (posting for UNK Sponsored Events)

1. Posters must be signed by organization advisor,
2. Secure the digital *Approval Stamp* on the posters from **one** of the following: Director of

Nebraskan Student Union, Director of Police & Parking Services, or Facilities Director, then  
3. See Building Supervisor(s)

### Poster/Flyer Printing, Student Organization Advertising and Promotion.

Nebraskan Student Union, 8523

### Pregnancy Concerns

Student Health and Counseling, Memorial Student Affairs Building 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### Privacy of Academic Records

Office of Records & Registration, Warner Hall, 8527  
[www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

### Rape/Sexual Misconduct

- UNK Police, Facilities Building, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police Department, 2025 Ave A, 237-2104 or 911
- Kearney SAFE Center, 620 E. 25th St., Suite 14, Kearney, 237-2599,  
<https://safecenter.org/>
- Student Health and Counseling, Memorial Student Affairs Building 8248 or 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)
- Student Affairs Office, Memorial Student Affairs Building, 8528,  
[www.unk.edu/student\\_affairs/index.php](http://www.unk.edu/student_affairs/index.php) Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### Registration

Office of Records & Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/Registration.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/Registration.php)

### Religious Concerns

Nebraskan Student Union and Student Engagement  
Nebraskan Student Union, 8523



## UNK Resource Guide: Whom to See About What

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### Reporting a Crime

UNK Police, Facilities Building, 8911,  
[www.unk.edu/offices/police/police\\_services/report-a-crime.php](http://www.unk.edu/offices/police/police_services/report-a-crime.php)

[www.unk.edu/student\\_affairs/index.php](http://www.unk.edu/student_affairs/index.php) Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### Reservations - Meeting Rooms

Campus Events & Reservations Coordinator,  
Facilities, 8692

### Sororities

Fraternity and Sorority Life, 8057 [www.unk.edu/fsl](http://www.unk.edu/fsl)

### Residency Status/Change

Office of Admissions, Memorial Student Affairs  
Building 8526,  
[www.unk.edu/admissions/undergraduate/download\\_files/residency\\_11\\_14.pdf](http://www.unk.edu/admissions/undergraduate/download_files/residency_11_14.pdf)

### Speech and Hearing Clinic

Education Building, 8300  
[www.unk.edu/academics/cdis/speech-language\\_hearing-clinic.php](http://www.unk.edu/academics/cdis/speech-language_hearing-clinic.php)

### Safety Concerns

- UNK Police, Facilities Building 8911
- Safe Walk on campus, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police, 911

### Student Accounts: Charges, Payments, and Refunds

Finance Office, Warner Hall, 8524  
[www.unk.edu/offices/student\\_accounts/](http://www.unk.edu/offices/student_accounts/)

### Scholarships

Office of Financial Aid, Memorial Student Affairs  
Building 8520, [www.unk.edu/scholarships.php](http://www.unk.edu/scholarships.php)

### Student Activities, Organizations and Programming

Nebraskan Student Union, 8523  
<https://unk.presence.io/>

### School Closing Information-Weather Related

Announcement will be made by 6:00-7:00 am; for night classes by 3:00 pm. Electronic notifications (calls, e-mails, and texts) will be sent via the **UNK Alert System**, and posted at unk.edu  
[www.unk.edu/offices/emergency\\_management/index.php](http://www.unk.edu/offices/emergency_management/index.php)

### Student Class Schedules

Office of Records & Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/academic\\_policies\\_handbook/Class\\_Schedules.php](http://www.unk.edu/offices/registrar/academic_policies_handbook/Class_Schedules.php)

### Student Conduct

Student Conduct Office, Warner Hall, 1619,  
[https://www.unk.edu/student\\_affairs/code-of-conduct.php](https://www.unk.edu/student_affairs/code-of-conduct.php)

### Sexual Harassment

- UNK Police, Facilities Building, 8911,  
[www.unk.edu/police](http://www.unk.edu/police)
- Kearney Police Department, 2025 Ave A, 237-2104 or 911
- Kearney SAFE Center, 620 E. 25th St., Suite 14, Kearney, 237-2599,  
<https://safecenter.org/>
- Student Health and Counseling, Memorial Student Affairs Building 8248 or 8218,  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)
- Student Affairs Office, Memorial Student Affairs Building, 8528,

### Student Employment Services

Part time or work study, Memorial Student Affairs  
Building, 8389, [www.unk.edu/offices/ses/](http://www.unk.edu/offices/ses/)

### Student and Family Transition

Nebraskan Student Union, 1603,  
[www.unk.edu/student\\_affairs/sft/index.php](http://www.unk.edu/student_affairs/sft/index.php)

### Student Government

Student Senate Office, Nebraskan Student Union, 8523  
[www.unk.edu/offices/student\\_life/student\\_government/](http://www.unk.edu/offices/student_life/student_government/)

## UNK Resource Guide: Whom to See About What

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### Student Health Services

Student Health and Counseling, Memorial Student Affairs Building, 8218  
[http://www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### Student Information, Prospective

Office of Undergraduate Recruitment and Admissions, Memorial Student Affairs Building, 8526, [www.unk.edu/admissions/](http://www.unk.edu/admissions/)

### Student Support

- Academic Success, Memorial Student Affairs Building, 8988  
[www.unk.edu/offices/academic\\_success/sss/](http://www.unk.edu/offices/academic_success/sss/)
- Learning Commons & Writing Center, Calvin T. Ryan Library, 8905, [www.unk.edu/lc](http://www.unk.edu/lc)
- Student Health and Counseling, Memorial Student Affairs Building 8248 or 8218,  
[www.unk.edu/offices/counseling\\_healthcare/health-care/index.php](http://www.unk.edu/offices/counseling_healthcare/health-care/index.php)

### Student Support Services

Memorial Student Affairs Building 8988,  
[www.unk.edu/offices/academic\\_success/sss/](http://www.unk.edu/offices/academic_success/sss/)

### Students with Disabilities

Academic Success, Memorial Student Affairs Building, 8214 [www.unk.edu/dss](http://www.unk.edu/dss)

### Study Abroad

Office of Study Abroad, West Center, 8944  
[www.unk.edu/studyabroad/](http://www.unk.edu/studyabroad/)

### Study Skills and Test Anxiety

Academic Success, Memorial Student Affairs Building, 8214,  
[www.unk.edu/offices/academic\\_success/index.php](http://www.unk.edu/offices/academic_success/index.php)

### Teacher Certification

College of Education Building, 8264  
[www.unk.edu/academics/coe/](http://www.unk.edu/academics/coe/)

### Testing Programs:

Computer Tests offered through UNK Testing Site

College of Education, C106, 8054,  
[www.unk.edu/academics/testing-center/](http://www.unk.edu/academics/testing-center/)  
AAMC – Association of American Medical Colleges (MCAT)

CLEP – College-Level Examination Program

CP – Certified Public Accountant

DAT – Dental Admission Test

DSST – DANTES Subject Standardized Tests

FINR – Regular and Continuing Education

GRE – Graduate Record Examination

iBT TOEFL – Test of English as a Foreign Language

NEINS – Nebraska Insurance

PRAXIS CORE – Academic Skills (PPST)

PRAXIS SUBJECT ASSESSMENT

NEINS – Nebraska Insurance

Many other Prometric Tests – To view a full list of Prometric tests given at our site go to:

[www.prometric.com](http://www.prometric.com)

Paper/Pencil Tests offered at UNK Testing Center, COE, C106 8054, [www.unk.edu/academics/testing-center/](http://www.unk.edu/academics/testing-center/)

ACT Residual - ACT Assessment

GRE - Subject Test

LSAT - Law School Admission Test

PRAXIS Subject Assessments

### Title IX

Investigates complaints of sexual misconduct: (dating/domestic violence, sexual assault/harassment and stalking)  
Title IX Office, Warner Hall, 8655,  
[www.unk.edu/respect](http://www.unk.edu/respect)

### Ticket Information

Athletic Events - Ticket Office, Health & Sports Center, 1563 [www.lopers.com/](http://www.lopers.com/)

Fine Arts Events -Ticket Office, Fine Arts Building, 8417 [www.unk.edu/academics/theatre/box-office.php](http://www.unk.edu/academics/theatre/box-office.php)

Student Activity Events - Nebraskan Student Union, 8523

### Transcript Requests

Office of Records & Registration, Warner Hall, 8527,  
[www.unk.edu/offices/registrar/Transcript\\_Request\\_Policies.php](http://www.unk.edu/offices/registrar/Transcript_Request_Policies.php)

## *UNK Resource Guide: Whom to See About What*

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### **Transition to College**

- Student Support Services, Memorial Student Affairs Building, 8988
- [www.unk.edu/offices/academic\\_success/index.php](http://www.unk.edu/offices/academic_success/index.php)
- [www.unk.edu/sss](http://www.unk.edu/sss)
- Student and Family Transitions, Nebraskan Student Union, 1603  
[www.unk.edu/student\\_affairs/firstyear/](http://www.unk.edu/student_affairs/firstyear/)

[www.unk.edu/academics/gradstudies/](http://www.unk.edu/academics/gradstudies/)

### **Writing Center**

Learning Commons, Calving T. Ryan Library, 8728,  
[www.unk.edu/lc](http://www.unk.edu/lc)

### **Tutoring**

Learning Commons, Calvin T. Ryan Library, 8905  
[www.unk.edu/lc](http://www.unk.edu/lc)

### **Undergraduate Students, Freshmen Admission**

Office of Undergraduate Recruitment and Admissions, Memorial Student Affairs Building, 8526, [www.unk.edu/admissions](http://www.unk.edu/admissions)

### **University Card - (ID Card)**

UNK Card Office, Nebraskan Student Union, 8154,  
[www.unk.edu/idcard/](http://www.unk.edu/idcard/)

### **Veterans Information**

See "Military and Veterans Information"

### **Visits and Tours**

Office of Undergraduate Recruitment and Admissions, Memorial Student Affairs Building, 8526, [www.unk.edu/visit.unk.edu](http://www.unk.edu/visit.unk.edu)

### **Weather Related School Closing Information**

Please see "School Closing Information-Weather Related"

### **WiFi Access**

Information Technology Services, Warner Hall, 8363, [www.unk.edu/offices/its/index.php](http://www.unk.edu/offices/its/index.php)

### **Withdrawal from UNK**

<https://catalog.unk.edu/graduate/academics/academic-regulations/withdrawal-from-unk/>

*Undergraduate* - Office of Records and Registration, Warner Hall, 8527, [www.unk.edu/offices/registrar/](http://www.unk.edu/offices/registrar/)

*Graduate* -Graduate Studies and Academic Outreach, Communications Building, 8500,