

HEALTH SCIENCES STUDENT SERVICES

We have all the resources you need to
make 2009-2010 a successful school
year!



Your ULTIMATE Resource Guide!

WELCOME!

This booklet describes services that are available to students, faculty, and staff occupying the Health Sciences Building. These services are in addition to services provided on east campus such as the Cashier's Office, Bookstore, Student Health Center, Mendenhall Student Center, and Recreation Center. We hope these services are helpful to you throughout your academic career.

Check out the College of Allied Health Sciences
website: www.ecu.edu/ah

What's happening at the Health Sciences Building:

The College of Allied Health Sciences will be conducting a survey that will allow students, teachers, faculty, and aids to rate their satisfaction with our classrooms and labs. Based on the results of this survey, we will address changes to enhance areas of classrooms that may not satisfy those learning or instructing in the College of Allied Health Sciences. Some areas of classrooms that will be rated are:

- **Audiovisual**
 - Symposiums, touch screen operation, video capture, helplines.

- **Speed of internet**
 - Wireless connection, connectivity.

- **Lighting**
 - Quality and flexibility, natural lighting.

- **Seating**
 - Flexible and fixed seating.

- **Temperature**
 - Too hot/cold during any season.

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SECURITY, PARKING, TRANSIT

Security

Building hours are 7:00 AM TO 8:00 PM unless otherwise posted. Access to the building at other times is by One Card approved users only.

All individuals working in the building after hours should practice common sense with regard to their own personal safety. Any suspicious activity should be reported immediately to campus security at 744-2246.

While you are not required to display your One Card while in the building, you must have it available to show to security or CAHS employees when requested.

Emergency Phone Numbers

9-1-1

ECU Police

Campus: 328-6787

Brody: 744-2246

Greenville Police

Non-Emergency: 830-3937

General Information: 329-4317

Pitt County Sheriff

830-4142

Pitt-Greenville Crime Stoppers

758-7777

Student Patrol Officers

328-0062

Parking

Location: 305 E. 10th Street

Hours: Monday-Friday 7:30am-5:00pm during Fall and Spring semesters. The office closes at 11:30am on Fridays during the summer.

Website: www.ecu.edu/parking/

Parking on campus is zoned parking, and is by permit only. All students, staff, faculty, vendors, and visitors who park on campus are required by ECU to register their vehicle with the Department of Parking and Transportation Services, pay a registration fee, and permanently display a valid parking permit on their vehicle. The only exception is for those vehicles parking at a metered parking space.

Parking permits are valid July 1 through June 30 of each year. The permit is a removable decal that must be displayed on the windshield, in the lower portion of the driver's side, above the inspection sticker if the vehicle is registered in North Carolina. If the state inspection sticker is placed elsewhere, the ECU parking permit should still be placed in the lower portion of the windshield on the driver's side.

There is no visitor parking available at the Health Sciences campus, and there is limited meter parking available.

A Parking Guidelines and Map brochure can be obtained from the ECU Parking and Transportation services office or on the web via at link from <http://www.ecu.edu/cs-admin/parking/permits.cfm>

ZONE A5

Health Sciences Building campus faculty and staff
Interchangeable with A1, not interchangeable with A3

ZONE B5

Health Sciences Building **faculty/staff**

ZONE B4

Health Sciences Building full time **students**

ZONE C

No C parking is available near the Health Sciences Building. For information on C parking please visit <http://www.ecu.edu/cs-admin/parking/permits.cfm>

MOTORCYCLE

\$25/yr.

Student Transit Authority

Website: www.transit.ecu.edu/

ECU Student Transit Authority (ECUSTA) operates during the academic year, beginning the first day of class of each semester and summer school session. Note that there is a reduced service area during the summer sessions. You need your ECU One Card to ride.

Summer 2009 Services: The Allied Health & Nursing building and Brody School of Medicine are served by 706 Health Sciences / Brody. Beginning Monday, June 9, route 706 will convert to a 30 minute frequency, departing from Christenbury. Services are Monday - Friday 7:00 AM - 6:00 PM (last van will depart Christenbury at 5:30 pm.). Please visit their website for specific route maps and timetables.

Fall 2009 Services: The **RED** bus provides service to the Health Sciences Building and the Brody School of Medicine building on the West campus and the Mendenhall Student Center on the East campus. It operates on a 30 minute frequency, with service Monday-Friday from 6:50am-6:20pm. **Transit routes and schedules are subject to change.** Please visit their website for specific route maps and timetables. ECUSTA does not operate on holidays or during school breaks.

ECU offers a Safe Ride program. Please call ECU-RIDE (328-7433) for more information and for booking.

ACADEMIC SERVICES

Laupus Library

Location: 2nd floor of Health Sciences Building

Hours: Mon-Thurs: 7:30am-12:00am

Friday: 7:30am-8:00pm

Saturday: 11:00am-8:00pm

Sunday: 12:00pm-10:00pm

Summer Hours (May 9 - August 16)

Mon-Thurs: 7:30am-12:00am

Friday: 7:30am-5:00pm

Saturday: 9:00am-5:00pm

Sunday: 12pm-10:00pm

Note: The computer lab closes 15 minutes before the library.

Note: Reduced hours on holidays, check web site for information.

Service Desk: 744-2219

Website: www.ecu.edu/laupuslibrary/

The Laupus Library Health Sciences Library serves the Brody School of Medicine, Eastern AHEC, College of Allied Health, College of Nursing, and University Health Systems of Eastern Carolina. It provides study areas, copier services, and a computer lab that is located on the second floor.

The library also has classes and workshops to help you navigate the system better. Visit their website for upcoming events!

Brody Medical Bookstore

Location: Brody School of Medicine Campus, 1S-04

Hours: Monday-Friday: 7:30am-4:30pm

Phone: 744-3450

Manager: Sue Faircloth

Website: www.ecu.edu/studentstores/Welcome/

You can order your books through the Medical Bookstore and have them delivered to their location at the BSOM.

Dowdy Student Store

Location: Wright Building on main campus.

Hours: Monday-Thursday: 7:30am-7:00pm

Fridays: 7:30am-5:00pm

Saturdays: 11:00am-3:00pm

*The student store is closed on Saturday's during the summer and open for extended periods at the beginning of the fall and spring semesters.

Phone: 252-328-6731

Director: Wanda Scarborough

Our Student Stores have everything you need from textbooks, to school supplies, to so much more! Stop in both locations and stock up on all your must-haves! Check them out on www.ecu.edu/studentstores/Welcome/

Registrar's Office

Location: 105 Whichard Building

Hours: Monday-Friday 8:00am-5:00pm

Contact: Angela Anderson, 328-6747

Website: www.registrar.ecu.edu

The Office of the Registrar is responsible for the integrity of student records for the university, the planning and execution of registration of students each semester and summer session, assignment of classroom space for classes and meetings, issuing grades, issuing transcripts, certification of degree requirements for students, mailing diplomas to graduates, and maintenance of a computerized student database.

Some Registrar services are available in the Allied Health and Nursing Advising Centers. Contact your respective advising center for assistance with Registrar functions.

Services are also available via the web. Please see www.registrar.ecu.edu for information on services available.

Financial Aid

Location: Old Cafeteria Complex on ECU main campus

Hours: Mon, Wed, Thurs, Fri: 8:00am-5:00pm

Tuesday 9:30am-5:00pm

Extended Hours: Until 6:00pm (extended hours are usually at the beginning of the semester and as needed).

Contact: Victoria Ogden, 328-6610

Website: www.ecu.edu/financial/

Students are assigned to counselors based on the student's last name. Please review the website for the name of your Financial Aid Advisor. You can also ask general questions at www.faques.edu or telephone us at 252-328-6610

Website: www.ecu.edu/financial/

The Office of Student Financial Aid at East Carolina University is responsible for awarding, processing and administering all Federal Student Aid and many North Carolina state aid programs for students enrolled on campus or at a distance. The Office assists students in obtaining funds from sources best suited for the individual's needs— these may be scholarships, grants, loans or opportunities to work.

Allied Health Academic Advising

Location: 2500 Old Cafeteria Building

Hours: Call for appointments (or make an appointment using the Online Calendar in Onestop)

Graduate Inquiries: Jan Aycock, 328-1084

Clinical Lab and Health Information Management: Jan Aycock, 328-1084

Health Services Management and Rehabilitation Services: Elizabeth Vaughn (will be McAllister as of Dec. 12), 328-6001

Website: www.ecu.edu/ppa

SUPPORT SERVICES

DHS Depository

(www.ecu.edu/financial_serv/cashier/)

(www.ecu.edu/financial_serv/depositaryservices/)

Health Sciences Campus Cashier Office

Location: Brody Medical Sciences Building, Room 1N12

Hours: Monday-Friday 7:45am-5:00pm 8:00 am – 5:00 pm

Phone: 744-3008

Fax: 744-3979

Contact Person: Karen Webb, Manager, 744-3802

The DHS Depository Services is available to assist Health Sciences Division students, faculty, and staff with their student accounts receivable and departmental deposits.

East Campus Cashier's Office

Location: 105 Old Cafeteria Complex, Main Campus

Hours: Monday-Friday 7:45am-5:00pm

Extended Hours: Until 6:00pm (extended hours are usually at the beginning of the semester and at other times as needed).

The University Cashier's Office serves as the central collection center for student accounts receivable and for receipting of State funds through departmental deposit. The primary purpose of this office is the billing, receiving, depositing, dispersing, accounting and the financial record keeping of student tuition, fees, and related charges as well as other State funds deposited in the custody of the office and finally safeguarding these funds until deposited with the State Treasurer and/or a designated commercial bank.

Higher One ATM

Location: The Brody Building, ground floor, in the corridor directly outside of the Cashier's Office. A HigherOne communications box is located inside the Cashier Office beside the service window.

Website: www.ecu.edu/cs-admin/financial_serv/cashier/Higher-One-ECU-Debit-Card.cfm

Mail Services

Location: Brody GE-90 (Basement of Brody)

Contact person: Thomas Hardy and Shonda Clemmons, 744-2306;

Website: www.ecu.edu/cs-admin/mail/WestCampus.cfm

The Mail service provides generally one day mail service, for on-campus mail only. For emergencies, please call the mail room.

ECU ONE Card Office

Location: GE-101 Brody School of Medicine

Hours: Monday through Friday, 10:00 – 12:30

Office Phone: 744-2261

Website: www.ecu.edu/1card/

The ECU 1 Card is the official identification card for East Carolina University. While used for identification purposes, other optional accounts may be linked to the card. It is your

access to most student services including the Student Health Center, Student Rec. Center, Dining services, etc. Please contact us or visit our website for more information.

Counseling Services

Location: 1504 Laupus Library Health Sciences Library

Hours: Monday-Friday: 8:00am-5:00pm

Appointments: 328-6661

Website: www.ecu.edu/personalcounselingcenter/services.htm

Feeling anxious? Overwhelmed? Depressed? The Center for Counseling and Student Development offers free and confidential counseling to enrolled ECU students. The center offers individual, group, and crisis counseling. The most common reasons students seek services are: adjustments to college life, relationship issues, stress, depression, anxiety, and substance abuse concerns. Services are offered on an appointment basis, but emergency walk-in services are also available. For after-hours crises, the counselor on call can be contacted by calling the ECU police at 328-6150.

The Career Center

Location: 701 E. 5th Street

Phone: 252-328-6050

Hours: Monday-Friday: 8:00am-5:00pm

Career Counselor: Brian Newton

Website: www.ecu.edu/career

The Career Center provides free career programs and services for students. Services include: individual career coaching, assisting students with writing resumes and cover letters, interviewing, conducting a successful job search, and job offer negotiations. In addition, The Career Center brings prospective employers and other resources to campus through career fairs and other events.

Disability Support Services

Location: Conference room/study rooms to be reserved as needed for test accommodations

Contact person: Diane Majewski, 737-1016

Website: www.ecu.edu/cs-studentlife/dss/

The mission of the Department for Disability Support Services is to provide to individuals with disabilities support services that will enable them to access programs, services, facilities, and activities of the university; to enhance disability awareness among students, staff, and faculty; and to provide academic courses.

Testing accommodations may include extended time, scribe, computer for written exams, use of a spell checking device, calculator, readers, and accessible test formats such as Braille and enlarged print. Unless there is a time conflict, tests will be scheduled at the same time as the rest of the class.

Classroom accommodations may include: sign language interpretation, assistive listening devices, note taking, utilizing a tape recorder, priority seating, and alternative testing.

Student Health Services

Location: Student Health Services, East Campus

Hours: Mon, Tues, Thurs: 8:00am-6:30pm

Wednesday: 9:00am-6:30pm

Friday: 8:00am-4:30pm

Sat & Sun.: 9:00am-11:30pm

Extended Hours for Health Sciences students:

Mon-Thurs: 5:00-6:30pm

Phone: 328-6841

Contact person: Jolene Jernigan

Website: www.ecu.edu/studenthealth/

East Carolina University Student Health Service, a primary healthcare facility located conveniently on central campus is available to enrolled students. The facility specializes in the overall health and well being of each patient in the campus community offering a comprehensive list of services. Visit our website for details of our services!

An after hours nurse is also available to answer and triage medical questions.

ECU Vending Services

ECU Vending services is responsible for snack and fresh, cold food vending machines at ECU. Beverage machines are managed by the Minges Bottling Group of Greenville through a partnership with Pepsi and East Carolina University. Vending machines are conveniently located on the first floor Nursing corridor, Room 1130 (west end).

If you encounter a problem with a vending machine, please call 737-1301 immediately. If it is after hours, please leave a message with your name, daytime phone number and the nature of the problem. If you have comments, suggestions, or concerns about vending, please visit our website and complete a customer survey: www.ecu.edu/services/vendingsurvey.cfm.

Food Services

Blimpie's® Subs and Salads

Location: Allied Health Sciences Building, First Floor

Hours: **Monday-Thursday: 7:30am-5:00pm**
Friday: 7:30am-2:00pm
Saturday & Sunday: Closed

Blimpie's® Subs and Salads offers a selection of signature sandwiches, fresh sliced subs, hot subs, panini grilled sandwiches, wraps, salads, soups and sides. Blimpie's® also features a Carb Counter Menu. Coffee, fountain and bottle beverages are also available. For breakfast, Bluffins™, croissants, and biscuits.

Meal plans, pirate bucks, cash, Visa or Mastercard are accepted.

For meal plan information, please call 252-328-FOOD or visit www.ecu.edu/dining