## Directory

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<tr>
<th>Department</th>
<th>Building Room Number</th>
<th># On Map</th>
<th>Phone Number</th>
<th>Email</th>
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<tr>
<td>Academic Enrichment &amp; Tutoring Services</td>
<td>Rohrbach Library - Room 27 &amp; Room 30</td>
<td>7</td>
<td>610-683-4726</td>
<td><a href="mailto:tutor@kutztown.edu">tutor@kutztown.edu</a></td>
</tr>
<tr>
<td>Admissions</td>
<td>Admissions Building</td>
<td>24</td>
<td>610-683-4060</td>
<td><a href="mailto:admissions@kutztown.edu">admissions@kutztown.edu</a></td>
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<tr>
<td>Athletics &amp; Recreation</td>
<td>Keystone Hall</td>
<td>46</td>
<td>610-683-4094</td>
<td><a href="mailto:athletics@kutztown.edu">athletics@kutztown.edu</a></td>
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<tr>
<td>Career Development Center</td>
<td>Stratton Admin. Building - Room 113</td>
<td>32</td>
<td>610-683-4067</td>
<td><a href="mailto:careerhelp@kutztown.edu">careerhelp@kutztown.edu</a></td>
</tr>
<tr>
<td>Center for Academic Success &amp; Achievement (CASA)</td>
<td>Rohrbach Library- Room 26</td>
<td>7</td>
<td>610-683-4007</td>
<td><a href="mailto:casa@kutztown.edu">casa@kutztown.edu</a></td>
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<tr>
<td>Counseling &amp; Psychological Services</td>
<td>Health &amp; Wellness Center - Beck Hall - Room 122</td>
<td>34</td>
<td>610-683-4072</td>
<td><a href="mailto:cps@kutztown.edu">cps@kutztown.edu</a></td>
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<tr>
<td>Dining Services</td>
<td>Old Main - Room 106</td>
<td>30</td>
<td>610-683-1314</td>
<td><a href="mailto:kudiningservices@kutztown.edu">kudiningservices@kutztown.edu</a></td>
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<tr>
<td>Disability Services (DSO)</td>
<td>Stratton Admin. Building - Room 215</td>
<td>32</td>
<td>610-683-4108</td>
<td><a href="mailto:DSO@kutztown.edu">DSO@kutztown.edu</a></td>
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<tr>
<td>Dixon Marketplace</td>
<td>Ground Level of Dixon Residence Hall</td>
<td>41</td>
<td>610-683-4966</td>
<td><a href="mailto:dixonmplace@kutztown.edu">dixonmplace@kutztown.edu</a></td>
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<tr>
<td>Financial Aid</td>
<td>Stratton Admin. Building - Room 209</td>
<td>32</td>
<td>610-683-4077</td>
<td><a href="mailto:financialaid@kutztown.edu">financialaid@kutztown.edu</a></td>
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<td>GLBTQ Center</td>
<td>Old Main - Room 4</td>
<td>30</td>
<td>484-646-4111</td>
<td><a href="mailto:glbtqresourcecenter@kutztown.edu">glbtqresourcecenter@kutztown.edu</a></td>
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<tr>
<td>Health &amp; Wellness Services</td>
<td>Beck Hall</td>
<td>34</td>
<td>610-683-4082</td>
<td><a href="mailto:health@kutztown.edu">health@kutztown.edu</a></td>
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<tr>
<td>Honors Program</td>
<td>Honors Hall</td>
<td>4</td>
<td>610-683-1391</td>
<td><a href="mailto:honorsprogram@kutztown.edu">honorsprogram@kutztown.edu</a></td>
</tr>
<tr>
<td>Housing &amp; Residence Life</td>
<td>Old Main - Room 106</td>
<td>30</td>
<td>610-683-4027</td>
<td><a href="mailto:housing@kutztown.edu">housing@kutztown.edu</a></td>
</tr>
<tr>
<td>Human Resources (Student Payroll)</td>
<td>Kemp Building</td>
<td>5</td>
<td>610-683-1353</td>
<td>N/A</td>
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<tr>
<td>IT Help Desk</td>
<td>Stratton Admin. Building - Room 201</td>
<td>32</td>
<td>610-683-1511</td>
<td><a href="mailto:helpcenter@kutztown.edu">helpcenter@kutztown.edu</a></td>
</tr>
<tr>
<td>KU Campus Store</td>
<td>McFarland Student Union (MSU) Lower Level - Room 114</td>
<td>6</td>
<td>610-683-4099</td>
<td><a href="mailto:bookstore@kutztown.edu">bookstore@kutztown.edu</a></td>
</tr>
<tr>
<td>KU Card Office (IDs, Bear Bucks)</td>
<td>Academic Forum - Room 107</td>
<td>9</td>
<td>610-683-4825</td>
<td><a href="mailto:kucard@kutztown.edu">kucard@kutztown.edu</a></td>
</tr>
<tr>
<td>Kutztown University Student Services (KUSSI)</td>
<td>McFarland Student Union (MSU) Lower Level - Room 171</td>
<td>6</td>
<td>610-683-4090</td>
<td><a href="mailto:kussi@kutztown.edu">kussi@kutztown.edu</a></td>
</tr>
<tr>
<td>Mail Services</td>
<td>Academic Forum (AF) - Room 106</td>
<td>9</td>
<td>610-683-4141</td>
<td>N/A</td>
</tr>
<tr>
<td>Military &amp; Veteran Services</td>
<td>McFarland Student Union (MSU) - Room 262</td>
<td>6</td>
<td>610-683-4228</td>
<td><a href="mailto:veterans@kutztown.edu">veterans@kutztown.edu</a></td>
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<tr>
<td>Multicultural Services</td>
<td>Multicultural Center</td>
<td>35</td>
<td>610-683-4807</td>
<td><a href="mailto:multicultural@kutztown.edu">multicultural@kutztown.edu</a></td>
</tr>
<tr>
<td>Parking &amp; Transportation</td>
<td>Old Main</td>
<td>30</td>
<td>610-683-4860</td>
<td><a href="mailto:parking@kutztown.edu">parking@kutztown.edu</a></td>
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<tr>
<td>Public Safety &amp; Police Services</td>
<td>Old Main - Room 13</td>
<td>30</td>
<td>610-683-4002</td>
<td><a href="mailto:publicsafety@kutztown.edu">publicsafety@kutztown.edu</a></td>
</tr>
<tr>
<td>Registrar’s Office</td>
<td>Stratton Admin. Building - Room 115</td>
<td>32</td>
<td>610-683-4485</td>
<td><a href="mailto:regoffice@kutztown.edu">regoffice@kutztown.edu</a></td>
</tr>
<tr>
<td>Student Accounts</td>
<td>Stratton Admin. Building - Room 225</td>
<td>32</td>
<td>610-683-4133</td>
<td><a href="mailto:studentaccounts@kutztown.edu">studentaccounts@kutztown.edu</a></td>
</tr>
<tr>
<td>Student Involvement</td>
<td>McFarland Student Union (MSU) - Room 153</td>
<td>6</td>
<td>610-683-1383</td>
<td><a href="mailto:involvement@kutztown.edu">involvement@kutztown.edu</a></td>
</tr>
<tr>
<td>Trio Student Support Services</td>
<td>Old Main - Room 121A</td>
<td>30</td>
<td>610-683-1347</td>
<td><a href="mailto:trio@kutztown.edu">trio@kutztown.edu</a></td>
</tr>
<tr>
<td>University Switchboard (Main)</td>
<td>N/A</td>
<td>N/A</td>
<td>610-683-4000</td>
<td>N/A</td>
</tr>
<tr>
<td>Women’s Center</td>
<td>Old Main - Room 126A</td>
<td>30</td>
<td>610-683-4655</td>
<td><a href="mailto:womenscenter@kutztown.edu">womenscenter@kutztown.edu</a></td>
</tr>
<tr>
<td>Writing Center</td>
<td>Rohrbach Library First Floor</td>
<td>7</td>
<td>610-683-4733</td>
<td><a href="mailto:wrcenter@kutztown.edu">wrcenter@kutztown.edu</a></td>
</tr>
</tbody>
</table>

## Emergency Contact Numbers

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety</td>
<td>Health &amp; Wellness Services</td>
</tr>
<tr>
<td>Kutztown Borough Police Department</td>
<td>610-683-3545</td>
</tr>
</tbody>
</table>

## Calendar Legend:
- **KU Campus Store**
- **Kutztown University**
- **National Holiday**
Remember to add another person to your KU Alert System

Remember to submit your health forms

Check your KU email daily and link it to your personal email
**Parent to Parent**

If your student is living on campus, encourage them to connect with their roommate. Plan any last minute doctor visits, check-ups before school begins.

**Parent Support**

Attending college is a big step. Don’t allow any questions to go unanswered. You’ll find the staff at KU friendly and helpful.
Pre-order your course materials through KU Campus Store at www.kubstore.com

Consider using a planner to manage your time between social activities, classes and schoolwork

KU students can ride the KU Shuttle Bus free of charge, use the KU Mobile App to track the shuttles routes

Establish a study routine and know your instructor’s expectations by reviewing their syllabus

STUDENT TIPS
**SUNDAY** | **MONDAY** | **TUESDAY** | **WEDNESDAY** | **THURSDAY** | **FRIDAY** | **SATURDAY**
--- | --- | --- | --- | --- | --- | ---
2 | 3 | 4 | 5 | 6 | 7 | 1
8 | 9 | 10 | 11 | 12 | 13 | 14
15 | 16 | 17 | 18 | 19 | 20 | 21
22 | 23 | 24 | 25 | 26 | 27 | 28
29 | 30 | 31 | 1 | 2 | 3 | 4
5 | 6 | 7 | 8 | 9 | 10 | 11
12 | 13 | 14 | 15 | 16 | 17 | 18
19 | 20 | 21 | 22 | 23 | 24 | 25
26 | 27 | 28 | 29 | 30 | 31 | 1
2
First Friday Sale
Summer Session II rental books
due to KU Campus Store
First Day to apply for Fall 2020
Bookstore Account through
Financial Aid Office
KU Campus Store open
9:00 AM - 6:00 PM
Fall semester begins
Add/Drop begins 8:00 AM
Last day to Add/Drop a class in
MyKU for all students
National College Colors Day
KU Campus Store open
9:00 AM - 6:00 PM

**Parent to Parent**
Have a conversation with your student about the things that are important to both of you, such as finances, academic expectations, decision-making, substance use, communication, mental health and your changing roles.

**Parent Support**
Besides physically moving all of your student’s things into his or her room, you have a very important job to do on move-in day: sending a message of support, belief and love. Prepare your commuter by reviewing different routes to campus. Check to see if they have their parking pass and encourage them to find ways to become involved on campus.
STUDENT TIPS

- Attend Family Day at KU!
- Students can also check the online campus calendar and log onto engage@kutztown.edu for updates on clubs and organizations.
- Students can find out what’s going on around campus by reading “Bear Essentials” sent via KU email every Wednesday.
- All students can access one-on-one academic support offered by CASA and Tutoring Services (both located in Rohrbach Library).

ATTEND FAMILY DAY AT KU!
**Parent to Parent**
Anticipate that your student may call home to let off steam, share worries or sort through situations out loud. Use these moments as opportunities to let them do their own problem-solving; listen, ask questions and affirm your belief in their decision-making.

**Parent Support**
The first few weeks of school are full of adjusting to new people and situations. Unless reminded of it, your student will probably escape the homesickness.
STUDENT TIPS

Attend Homecoming at KU!

Review your grades in D2L and discuss any problem areas with your professor.

The Free Application for Federal Student Aid (FAFSA) for 2020-21 opens on October 1, file early if you can.

Cold and flu season is approaching! The Student Health Center offers flu shots.

Attend Homecoming at KU!
**Parent to Parent**

Ask follow-up questions when you communicate instead of just leaving it at “I’m fine.” Many students feel they need to handle it on their own and may take time to share what’s going on. While you want to give them space, sometimes a little open mindedness and curiosity can help foster communication.

**Parent Support**

Students may resist your curiosity about their life at college, but most still desire the security of knowing that someone is still interested in them. Honest inquiries and open discussions will do much to further the parent-student relationship.
Thanksgiving Break is a good time to review and prepare for any final projects or exams. The Career Development Center can assist students who have questions about their major and also help explore a new major. Schedule a visit with your faculty advisor to discuss your class schedule for the spring and ask about your eight semester planner. Course registration for Spring Semester begins this month in MyKU. Thanksgiving break is a good time to review and prepare for any final projects or exams.
## Parent to Parent
Help your student become empowered by asking questions, referring them to campus resources and letting them find solutions to problems when appropriate. Let your student know that you trust them to make good choices and decisions.

## Parent Support
Although students are typically eager to experience their away-from-home independence, most are still anxious for family ties. Students are thrilled to find a postcard or letter from you in their residence hall mailbox.
Celebrate a successful fall semester once everything is completed, and enjoy your winter break.

As you get ready to leave campus for break, take all valuables and follow instructions from your residence hall staff before leaving.

Develop strategies for studying for final exams and finishing papers by spending additional time in the library.

All students experience periods of stress during college. If you are struggling, contact the Counseling Center at 610-683-4082.

Celebrate a successful fall semester once everything is completed, and enjoy your winter break.
Parent to Parent
Prepare for their first extended visit home and remember that they have been experiencing life on their own for the past several months. Discuss your expectations with the realization that they have been living in a very different environment.

Parent Support
College and the experiences associated with it can affect social, vocational and personal behavior and choices. Remember that your son or daughter basically will be the same person that you sent away to school, aside from interest and behavioral changes.
STUDENT TIPS

Find new ways to become involved on campus in a student organization, sports or student employment. Start the semester off right by reconnecting with campus services which can help you succeed. Establish goals for the semester and how you can improve from the fall semester. Resident students will begin making residence hall and roommate selections for next fall. Find new ways to become involved on campus in a student organization, sports or student employment.
Parent to Parent

The transition to college can be very challenging academically, personally and socially. Celebrate the accomplishment of completing their first semester. Also help your student reflect on their performance and goals -- are these the grades they wanted to achieve? How can they set new goals and strategies?

Parent Support

During trying times the urge to communicate with family is felt strongly. Your student may unload trouble or tears and after the catharsis, return to their routine while you inherit the worry. Be patient with this type of phone call. You are providing a real service just listening.
Steamworks, located in the Rohrbach Library, is open to students to explore and experiment with things like 3D printing & virtual reality.

Did you know the Rohrbach Library staff is available to help students with a wide variety of research related services?

If you are interested in studying abroad, begin researching programs now. Visit www.kutztown.edu/studyabroad.

Have you thought of participating in an alternative spring break? Find out more at the Community Outreach Center.

Steamworks, located in the Rohrbach Library, is open to students to explore and experiment with things like 3D printing & virtual reality.
Parent to Parent

Very often, students joke about wanting to get away from siblings. However, students often find themselves missing the camaraderie with their siblings. Help students stay connected with their siblings by encouraging emails, calls, letters and time together when your student is home.

Parent Support

Visits, especially when accompanied by shopping sprees and/or dinners out, are appreciated greatly, even when a student pretends not to care.
STUDENT TIPS

For students who are eligible for graduation, Grad Fest is a one-stop shop offered to help seniors complete important tasks.

The Wellness Resource Center offers programs throughout the year designed to empower students to make healthy lifestyle choices.

Plan your study schedule for midterms, and review your grades in D2L.

Register this month for the Fall Semester in MyKU, and review your eight semester planner with your faculty advisor.

For students who are eligible for graduation, Grad Fest is a one-stop shop offered to help seniors complete important tasks.
## Parent to Parent
Encourage your student to use the resources available to them on campus. Avoiding procrastination will help reduce stress.

## Parent Support
College can be full of indecision, disappointment and mistakes. It is also full of discovery, inspiration, good times and people. Parents who accept and understand the highs and lows of their student’s reality are providing support and encouragement where it is needed most.
STUDENT TIPS

- Check your meal plan balance and think about what you will do with your belongings at move out.
- Prepare for final exams and finishing papers by spending additional time in quiet areas on campus.
- Utilize services like the Tutoring Center, Writing Center, and CASA to improve your academic success.
- Don't put off work until the end of the semester; make a plan to complete projects now.
<table>
<thead>
<tr>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
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<td>1</td>
</tr>
</tbody>
</table>

**Parent to Parent**

Trust your student. Finding oneself is a difficult enough process without feeling that people whose opinions you respect are second-guessing your own judgement. Consider sharing some of your own experiences when you were your student’s age.

**Parent Support**

When you hear about a problem, you might want to jump in and solve it. They might be emotional and are looking to vent more than asking you to take care of it. Listen to your student and mentor them on how to problem solve and communicate with faculty and professionals.

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**Easter**

**KU Campus Store**

Art Appreciation Day

Sidewalk Sale 10:00 AM

Administrative Professionals Day

Dixon Marketplace Sidewalk Sale 3:00 PM

**BEARFEST**

Last day of Spring classes

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**First Friday Sale**

**May 2021**
STUDENT TIPS

- Consider taking summer coursework or finding a summer job.
- Celebrate with friends who are graduating on Saturday, May 8, 2021.
- Pack up belongings and learn about building closing procedures by speaking with your CA.
- Prepare for final exams and celebrate a successful spring semester.

CONSIDER TAKING SUMMER COURSEWORK OR FINDING A SUMMER JOB
### Parent to Parent
The end of the academic year can be looked at from a different perspective once your student has returned home. Use this time to celebrate successes and reflect on challenges.

### Parent Support
Summer work and volunteering can help students think about their major and career choices. They should look for experiences that challenge them and help build important skills. Students can also learn a great deal by shadowing or visiting professionals in their field.
Balance summer coursework or a summer job with spending time with friends and family.

Start to explore careers related to your major, or fall internship opportunities on the KU Career Network.

Reconnect with friends from home and stay in touch with new friends from KU.

Take time to adjust to living at home again and enjoy summer break with family.

Balance summer coursework or a summer job with spending time with friends and family.
**Parent to Parent**

As the summer progresses, your student may express some loneliness for friends made at college or the campus as the “home” away from home. Discuss the value of your student having developed a positive sense of campus life and plans for involvement next year.

**Parent Support**

As your student begins planning for the next academic year encourage them to set goals for themselves. Whether it is academic, career, social or financial, goals can assist your student in making the most of their college experience and reaching their fullest potential.

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**First Friday Sale**

Father's Day

First day of Summer

Summer Session I rental books due to KU Campus Store

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**KU Campus Store**

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**DIXON Marketplace**
Remember to change the “Intent to Attend” on your MyKU homepage from “No” to “Yes” and click save.

Students living in traditional style halls must select a MyTime Dining 24/7 meal plan option.

Between July 1 and July 15, pick a meal plan by completing the Meal Plan Application on MyKU Housing page.
Parent to Parent
Have a conversation with your student about the things that are important to both of you, such as finances, academic expectations, decision-making, substance use, communication, mental health and your changing roles.

Parent Support
Besides physically moving all of your student’s things into his or her room, you have a very important job to do on move-in day: sending a message of support, belief and love. Prepare your commuter by reviewing different routes to campus and checking to see if they have their parking pass.

Order your course materials on www.kubstore.com
All new freshmen are required to attend Welcome Weekend as part of their orientation experience.

Please review instructions and the many ways to pay bills at www.kutztown.edu/makingpayments.

Pre-order your course materials through KU Campus Store at www.kubstore.com.
Parent to Parent
Have a conversation with your student about the things that are important to both of you, such as finances, academic expectations, decision-making, substance use, communication, mental health and your changing roles.

Parent Support
Besides physically moving all of your student’s things into his or her room, you have a very important job to do on move-in day: sending a message of support, belief and love. Prepare your commuter by reviewing different routes to campus and checking to see if they have their parking pass.
KU CAMPUS STORE
610-683-4099 • www.kubstore.com
LOWER LEVEL | MCFARLAND STUDENT UNION

PROUDLY SUPPORTING KU STUDENTS
610-683-4966
GROUND LEVEL | DIXON HALL

TOP 5 REASONS TO BUY FROM KU CAMPUS STORE:

1. WE ARE STUDENT OWNED & CONTRIBUTE OUR SURPLUS TO STUDENT ACTIVITIES & SCHOLARSHIPS.
2. WE OFFER THE LARGEST SELECTION OF USED & RENTAL BOOKS, SAVING UP TO 70%.
3. DON'T WASTE TIME WAITING FOR YOUR PACKAGE TO ARRIVE & AVOID THE SHIPPING CHARGES.
4. WE GUARANTEE THAT YOU'LL RECEIVE THE RIGHT BOOK THE FIRST TIME AROUND.
5. WE OFFER QUICK RETURNS IF YOU NEED TO DROP YOUR CLASS BEFORE THE ADD/DROP PERIOD ENDS.

NON-PROFIT
COMPETITIVE PRICES
NO WAITING
NO Hassle
EASY RETURNS

FOLLOW US TO KEEP UP TO DATE ON DEALS, EVENTS & NEW ARRIVALS
KU CAMPUS STORE • @KUCAMPUSSTORE

KU CAMPUS MARKETPLACE • @DIXONMARKETPLACE

2020-2021

JULY 2020
AUGUST 2020
SEPTEMBER 2020
OCTOBER 2020
NOVEMBER 2020
DECEMBER 2020
JANUARY 2021
FEBRUARY 2021
MARCH 2021
APRIL 2021
MAY 2021
JUNE 2021
JULY 2021
AUGUST 2021