Academic Advising
The Academic Advising Center coordinates the advising system throughout the Webster University network: graduate and undergraduate, on-ground and online, and faculty and staff. This office provides students, faculty, and staff with information and tools to understand academic programs and policies that serve to help students fully realize their academic and professional goals. Graduate students will be assigned an advisor, either in the Advising Center or at their local campus, who will assist them throughout their graduate journey, from the point of entry through graduation.

Contact Information:
Toll Free: 800-982-3947
Phone: 314-968-6972
Email: advising@webster.edu
Web: www.webster.edu/advising

Academic Resource Center (ARC)
The Academic Resource Center provides academic resources, support, advocacy, and access through relationships that empower students across the worldwide Webster University community. The ARC helps students succeed at Webster in a number of ways, including the following:

Academic Counseling is available to all students, undergraduate and graduate, throughout Webster’s global system and includes some specialty programs and consultations (i.e., work with students on Academic Probation, with low or failing grades, with Incompletes, etc.; work with transfer students and students with disability accommodations; and work with conditionally admitted students, including an extensive program for students meeting the criteria for inclusion in the Transitions program). Academic Counseling is one-on-one support that provides assistance to students when they need it and can include information and conversations about note-taking, resources at Webster, stress relief and management, study skills, time management, and more.

Assistive Technology is available for students who need additional support. While many forms of assistive technology are available only to students with applicable disability accommodations, some technology and software is available to all students. Kurzweil 3000, a program that assists students with reading and writing, is an example of free software that is available to all students, undergraduate and graduate, throughout Webster’s global system.

Disability Accommodations are available through the ARC, and Webster University considers admission, financial aid, program, and activity applications without regard to disability. The Academic Resource Center’s Academic ADA Coordinator helps St. Louis and online students with documented physical, psychological, medical, and/or learning disabilities obtain the accommodations they need to have equal access to information and equal opportunity for program success. At extended sites and international campuses, the site director or a staff designee assists students with disability accommodations. The ARC’s Academic ADA Coordinator supports extended sites and international campuses, as needed and requested, in assisting their students.

While Webster University does not provide diagnostic learning disability testing, faculty or staff members who suspect a student may have a learning disability should contact the Academic ADA Coordinator (or the appropriate site/campus representative) for consultation. Students who are concerned that they may have a learning disability may also make arrangements to discuss psychoeducational testing referrals. Students with short-term disabilities (e.g., a broken leg) may also arrange temporary accommodations by contacting the Academic ADA Coordinator (or the appropriate site/campus representative).

Students with documented disabilities should contact the ARC to arrange for appropriate accommodations to ensure equal access to Webster's programs and activities. Assistive technology consultation for Kurzweil 3000, Dragon Naturally Speaking, ZoomText, JAWS, Smartpen, Braille, alternative texts, alternative keyboards, reading software, and other hardware/software is available upon request. Alternatively formatted textbooks, within publisher permission and copyright parameters, may be ordered.
for students and faculty and staff members whose documented disabilities include this option as an accommodation.

**Contact Information:**
Phone: 314-246-7700  
Email: disability@webster.edu  
Web: www.webster.edu/arc  
Facebook: https://www.facebook.com/websterARC

**Online Learning Center**
The Online Learning Center supports all students enrolled in online classes at the undergraduate and graduate level who may be enrolled at any campus in the Webster network. All students are provided with an orientation to online learning prior to their first term and then assigned an Online Success Coach who will help resolve any concerns students may have along the way. Learn more about online student support at www.webster.edu/olc/students.

**Contact Information:**
Web: www.webster.edu/olc/students/

**Admission**
The Office of Admission coordinates the recruitment and processing of admission applications and required documents for all students.

**Contact Information:**
Toll Free: 800-753-6765  
Phone: 314-246-7800  
Fax: 314-246-7122  
Email: admin@webster.edu

**Career Planning and Development Center**
The Career Planning & Development Center (CPDC) provides comprehensive career development resources and individual support for all students.

Through career coaching, students meet individually with their designated advisor, who will serve as a consistent point of contact throughout their graduate studies. Career advisors assist students identify, present and articulate technical and transferable skills for career advancement and/or transition. The CPDC website includes a multitude of career resources, guides and sample documents that help students in a variety of career development areas including job search strategies, preparing customized application materials and interviewing strategies. Through Handshake, Webster University’s online career management and recruiting platform, students can manage multiple aspects of their job search process, register for career fairs and events, and schedule career advising appointments with their designated career advisor.

**Contact Information:**
Toll Free: 800-981-9805  
Phone: 314-968-6982  
Email: careerrec@webster.edu  
Web: www.webster.edu/career-services  
Handshake: https://webster.joinhandshake.com  
Facebook: https://www.facebook.com/WUCareerPlanning  
Twitter: https://twitter.com/WebUCareerServ  
Instagram: https://www.instagram.com/wucareerplanning  
YouTube: http://bit.ly/1Pit1jr

**Financial Aid**
The Financial Aid Office processes applications for all federal, state, and institutional student financial aid for all applicants throughout the Webster network.

**Contact Information:**
Toll Free: 800-983-4623  
Phone: 314-246-6992  
Fax: 314-246-7125  
Email: financialaid@webster.edu  
Web: www.webster.edu/financialaid

**IT Service Desk**
Webster University students have access to some of the latest technology to support their learning experience.

The IT Service Desk is the first point of contact for students requesting services from the Information Technology department. The IT Service Desk assists students at any campus in the Webster network or online. Some of the services we provide include setting up Webster Connections email accounts, joining the wireless network, WorldClassRoom (Canvas) online courses, network issues and many other IT services.

Please visit our website to see our hours of operation and a full list of our services. We are dedicated to providing quality support and services to our students, faculty and staff. We strive to provide these services in a friendly and timely manner.

**Contact Information:**
Toll Free: 866-435-7270  
Phone: 314-246-5995  
Email: support@webster.edu  
Web: www.webster.edu/technology/service-desk/

**International Opportunities and Support**
Preparing students to be global citizens and leaders is a core part of Webster University’s mission. With an acclaimed study abroad program, campuses on four continents, and students from nearly every country in the world, Webster provides students with ample opportunity for a truly international education. To learn how Webster can broaden horizons and support international students, explore the programs and offices below:

The friendly staff members in International Recruitment and International Services (IRIS) assist Webster students coming from all over the world to study in the U.S. with visas, immigration check-in, maintaining visa compliance, applying for practical training opportunities (CPT and OPT) and more.

**Contact Information:**
Web: www.webster.edu/iris

The Multicultural Center and the International Student Affairs (MCISA) office provides programs and services to students and faculty and staff members to help foster a community environment that recognizes social differences; respects cultural uniqueness; and facilitates cross-cultural interaction, learning and appreciation.

**Contact Information:**
Web: blogs.webster.edu/mcisa
Walker Global Hybrid Courses are 3-credit-hour courses that consist of a blend of online and immersive travel learning offered by the Walker School of Business & Technology. They are composed of 8 weeks of online work with a 1-week travel component. These courses offer students the opportunity to explore a global business, technology or management issue with online coursework plus an in-country week of company visits, guest lectures and cultural activities.

The Office of Study Abroad in St. Louis is the place to start for U.S.-based students looking to study at any of Webster’s international campuses and beyond. The office prepares students for their travel and connects them with a range of resources that will help them have a successful international experience. A wealth of information may be found on the Study Abroad website.

Contact Information:
Toll Free: 800-984-6857
Phone: 314-968-6988
Fax: 314-963-6019
Email: worldview@webster.edu
Web: www.webster.edu/study-abroad

Library

The Webster University Library offers the latest in collections, online resources and information technology. The Library houses a collection of more than 300,000 volumes of books, periodicals, scripts, music scores, CDs, DVDs, Blu-Ray, and other media. Library resources are not limited to materials found in the building. At http://library.webster.edu students and faculty and staff members will discover a wealth of electronic resources including eBooks, articles, streaming video and music, online tutorials, research guides - all accessible 24/7 from campus, home, or office. The Library also provides services to obtain books and articles from other libraries for patrons’ research needs.

Of course, the Library is more than just its physical and virtual presence - it is also a group of helpful, enthusiastic staff members. Professional librarians offer general reference assistance in person, over the phone, or via email and chat. Appointments may also be made for in-depth help (either in person or online) from a subject specialist.

Contact Information:
Toll Free: 800-985-4279
Phone: 314-968-6950
Email: http://libanswers.webster.edu/ask
Web: library.webster.edu
Chat: http://libanswers.webster.edu

Military Student Information

Webster University and the U.S. Department of Defense have worked together for more than 40 years to provide high-quality and cost-effective undergraduate and graduate programs at military installations across the nation.

Webster University’s Office of Military Affairs (OMA) is committed to the continuing education needs of our military. The OMA’s mission is to provide Webster’s military students with access to the global Webster University network through a “single touch point.” The OMA can assist military students in multiple areas, including financial aid, academic advising, academic testing, transfer credit (including our 43 Cooperative Degree programs with DoD school houses, such as Army Captain’s Career Courses), grants and proposals, military alumni and military student life activities (tutoring, writing assistance, accommodation assistance, etc.). Webster University also has a full-time Veterans Administration (VA) Success on Campus (VSOC) representative on the main campus who is fully equipped to offer Webster military veteran students the VA help they may need. Additionally, the main campus has a Veteran’s Center where veterans can go to relax, study or network.

Contact Information:
Toll Free: 800-981-9801, ext. VETS (8387)
Phone: 314-246-VETS (8387)
Email: oma@webster.edu
Web: www.webster.edu/military

Office of the Registrar

The Office of the Registrar submits loan deferments to lenders; certifies degree audits; sends letters of good standing; does enrollment verifications, degree verifications, and transfer credit evaluations; processes transcript requests; works with GoArmyEd; registers students; and processes adds, drops and withdrawals.

Webster University maintains permanent student records and transcripts that show all course activity throughout the tenure of each student, to include completed degrees and certificates. Records will show recorded grades as well as incomplete or withdrawn classes. In addition, the GPA is also included on the transcript. The University stores student records electronically. Student permanent files are also imaged and stored electronically. Student records are released to third parties only by written consent from the student or per a court-ordered subpoena. Such requests must carry the student’s signature.

Access to student records is limited to authorized users of the student information system. Users must have been granted a username and password to access the system. Users are trained in student confidentiality and privacy laws such as the Family Educational Rights and Privacy Act (FERPA). Some of the records maintained in the student information system include student name, ID number, address, telephone number, date of birth, courses taken, grades earned, degrees earned and much more.

Contact Information:
Toll Free: 800-987-3447
Phone: 314-968-7450
Fax: 314-968-7112
Email: registraroffice@webster.edu
Web: www.webster.edu/academics/registrar.html

Student Affairs

Student Affairs is responsible for all co-curricular programs including Career Planning and Development, Campus Ministry, Counseling, First Year Experience (FYE) and Undergraduate Persistence, Campus Dining Services, Housing and Residential Life, Student Health Services, Multicultural and International Student Affairs, WebsterLEADS, Office of Student Engagement, and the University Center. The Dean’s office responds to student concerns and problems; administers emergency student loan funds, the Money for Textbooks program (for St. Louis and online students only), and the undergraduate tuition adjustment process; makes referrals to appropriate resources; advises on all policies affecting students; and works in close coordination with key administrators on all student conduct proceedings.

Contact Information:
Services for Students

University Bookstore
The University Bookstore, located in the Garden Park Plaza, stocks textbooks and supplies used in courses, as well as a variety of University clothing and accessories.

Financial Services
The Business Office provides a check-cashing service for students. Short-term emergency loans are available to degree-seeking students on a “funds available” basis. The Office of Student Affairs administers these emergency loan funds. There is a maximum of $300 per student available each year. The Money for Textbooks program is also available to St. Louis and online students with financial aid who meet certain criteria. This program provides an advance on an expected refund so that students can purchase their textbooks in a timely fashion. The application for Money for Textbooks, which must be submitted online, can be found at: http://www.webster.edu/campus-life/student-services/money_for_textbooks-non_online.html.

Student Media
The Ampersand is Webster University’s award-winning student magazine. The magazine continues to evolve as it is created each semester by a class of Webster students dedicated to its production. It is available in print and on an Ampersand app available from iTunes and Google Play stores. Content focuses on student life. See the latest edition at www.websterampersand.com.

The Galaxy is Webster University’s student-run internet radio station located in the recently renovated section of Sverdrup Hall. The Galaxy offers students from all disciplines opportunities to work in a variety of positions in a creative environment while developing their communication skills. Listen to the Galaxy at www.thegalaxyradio.com.

The Journal is Webster University’s award-winning student newspaper produced in the recently renovated section of Sverdrup Hall. It’s published bi-weekly from September through May and is also available online. It covers news about campus life, sports, popular culture, politics and entertainment. Read the Journal at www.websterjournal.com.

Intercollegiate Athletics Program
The Webster University award-winning intercollegiate athletics program is a competitive NCAA Division III program that sponsors the following varsity-level sports: women’s cross country, track and field, soccer, volleyball, basketball, tennis, and softball; and men’s cross country, track and field, soccer, basketball, baseball, tennis, and golf. These teams participate against other NCAA Division III institutions and also compete in St. Louis Intercollegiate Athletic Conference (SLIAC) championships. Webster University has won the SLIAC All-Sports Trophy in 17 of the last 20 years as the top overall competitor in the conference. Additionally, a competitive cheer team is offered under athletics. Participation is encouraged from full-time undergraduate students or graduate students who meet the eligibility requirements of the NCAA and Webster University.