



Resources for Student Success

CSN Area Code is (702)

Accounting Labs – Offers FREE assistance in accounting classes. No appointment necessary. Call 651-3100 for more information.

CHARLESTON	Bldg. C – Computer Lab
CHEYENNE	Room 1057
HENDERSON	Bldg. B – Room 201

Advising- See Counseling/Advising below.

Career and Job Placement Services – Helps students define career goals through career assessments and offers job search services, assistance in writing resumes, and interview skills to students and community members.

CHARLESTON	Bldg. D – Lobby	651-5089
CHEYENNE	1100 Student Services Area	651-4700
HENDERSON	Bldg. B - Student Services Area	651-3174

Child Care - Serves students/faculty/staff's children ages 2 to 5.

CHEYENNE	651-4944
CHARLESTON	651-7390

Conversation Coffee Corner – A social opportunity available to ESL students from all over the world who want to converse in English and improve their verbal communication skills. For more information call Professor Lynn Forkos at 651-4097.

Communications Lab - Provides assistance to students taking communication courses that need help with practice, research, interviewing techniques, as well as with visual aid preparation. Contact Diana Clennan at 651- 7368 for hours of operation or to make an appointment.

CHEYENNE	Room 1445	651-4917
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Computer Labs Internet and WebCT access, Word processing, Microsoft Office, and tutorials in computer programs.

CHARLESTON	Building C	651-5931
CHEYENNE	Main Building	651-4592
HENDERSON	Building C	651-3002

Counseling/Advising – Helps students select courses, complete degree audits, and provide personalized assistance in developing educational and vocational plans appropriate to personal interests and abilities.

CHARLESTON	Bldg. D – Lobby	651-5670
CHEYENNE	1100 Student Services Area	651-4049
HENDERSON	Bldg. B - Student Services Area	651-3165

Counseling and Psychological Services (CAPS) – Provides short term counseling/psychotherapy for individuals, couples, families, and groups.

CHARLESTON	651-5518
CHEYENNE	651-4099
HENDERSON	651-3099

Deaf and Hard of Hearing Services – Services for deaf and hard of hearing students. Please contact Program Coordinator at 651-4448

Disability Resource Center – Provides accommodations to students with documented disabilities.

CHARLESTON	Bldg. D – Lobby	651-5644
CHEYENNE	1100 Student Services Area	651-4045
HENDERSON	Bldg. B - Student Services Area	651-3795

Early Childhood Lab – providing student/staff/faculty children age 12 months to pre-kinder morning pre-school classes. The Lab operates on a waiting list basis.

CHEYENNE	651-4004
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Faculty E-Alert (the Electronic Early Warning System) – Provides faculty with a confidential means to submit to the Retention Office the name of a student having problems in a class, in order for the student to be offered timely assistance. Faculty can log on to www.ccsn.edu, select the ACADEMIC tab across the top of the page, on the next page click on the “Academics” drop down list box (center top of page), and choose “Retention E-Alert for Faculty”.

International Center – Provides international students assistance with admissions, orientation, academic, personal counseling, and immigration advisement.

CHARLESTON	Bldg. D Room 106D	651-5820
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Language Labs – Provides English as a second language (ESL) testing. Labs also provide language students access to audio, video, and computer materials used in developing language proficiency.

CHARLESTON	Bldg. C - Rooms 213-214	651-5736
CHEYENNE	Room 2649	651-4074
HENDERSON	Bldg. C – Room 114	651-3002

Math & Science Labs – FREE individual and group drop-in tutoring offering assistance in various levels of math and science.

CHARLESTON	Bldg. H – Room 203	651-5732
CHEYENNE	Room 2050	651-4232
HENDERSON	Bldg. B – Room 201	651-3125

Registrar's Office - handles admissions, transcripts, student appeal petitions, declaration of major, transfer credit evaluation, applications for graduation, name & address changes, and residency issues (including tuition classification based on state residency). To access their forms, including enrollment verification process, visit: <http://www.csn.edu/admissions/forms.aspx>

CHARLESTON		651-5610
CHEYENNE		651-4060
HENDERSON		651-3030

Re-Entry – Provides opportunities to improve the academic, employment and personal skills of single parents, displaced homemakers, unemployed/dislocated workers, and low income individuals. Offers various book assistance programs.

CHARLESTON	Bldg. D – Lobby	651-5089
CHEYENNE	1100 Area	651-4681
HENDERSON	Bldg. B - Student Serv. Area	651-3115

Retention/Student Success Services – Trained specialists/advocates help students assess personal strengths and limitations, develop college success strategies, implement action plans, learn to navigate the educational system, benefit from campus and community resources, and connect to campus life.

CHARLESTON	Bldg. D-151	651-7367
CHEYENNE	1111 Student Services Area	651-2626
HENDERSON	Bldg. B – 130	651-3103

SMARTHINKING- Offers online tutoring, writing services, and homework assistance 24 hours a day, 7 days a week. It provides assistance in Mathematics (Basic Skills through Calculus II), Writing, Chemistry, Physics, Biology, Accounting, Economics, Spanish and Statistics. To access the service go to www.smarthinking.com. For Log-in and password information please visit <http://www.csn.edu/pages/1259.asp> or call 651-5619.

Student Activities – Works with:

Student Government – The elected student body representing all CSN students

Leadership Academy - Promoting student leadership.

Intramural Sports

Student Clubs and Organizations – approximately 40

Phi Theta Kappa- the Honor Society for community and junior colleges. (3.5 Cum GPA).

The Coyote Press – CCSN student newspaper

Student Identification Cards –must show a current semester schedule and photo I.D.

CHARLESTON	Building B	651-5904
CHEYENNE	Room 1089	651-4051
HENDERSON	Building B – Room 130E	651-3709

Student Financial Services – Provide information and assistance to students applying for financial aid programs such as Grants, Work Study, Scholarships and Loans.

CHARLESTON	Bldg. D – Lobby	651-5660
CHEYENNE	1100 Area Student Services Area	651-4047
HENDERSON	Bldg. B - Student Services Area	651-3044

Testing and Assessment Centers – Offer placement, certification, and credit by examination; they also serve as make-up test locations.

CHARLESTON	Bldg. D – Lobby	651-5733
CHEYENNE	1100 Area Student Services Area	651-4050
HENDERSON	Bldg. B - Student Services Area	651-3128

Textbook Assistance Opportunities

“First Class, First Book” program – The program, administered by the Office of Student Financial Services, is intended for students with exceptional financial need. It compliments the First Free Class/Tuition Scholarship program awarded to students who are Nevada residents, new students at CSN, and whose total family income is less than or equal to \$60,000. A maximum of \$120 is allowed for the purchase of one textbook.

“Direct Aid Book Grant” program – The program, administered by the Office of Student Financial Services, awards a \$200 book grant students who are Nevada residents, are enrolled in at least 6 credits, are working towards a certificate or degree program, do not have additional financial resources to assist them in the purchase of their textbooks, and most importantly, do not have an outstanding balance with CSN. Priority is given to students who are not eligible for federal or other state grants

Transfer Centers – Provide transfer information and application assistance to 4-year institutions, including degree plans, course equivalency, and curriculum guidelines / agreements.

CHARLESTON	Building B - Room 133K	651-5645
CHEYENNE	Main Building - Room 1131	651-4259
HENDERSON	Building B - Room 124	651-3519

TRIO Student Support Services – One stop shop for first-generation college, financial aid eligible, and disabled students offering tutoring, academic advising, career exploration, college-transfer assistance, and development of college success strategies.

CHEYENNE	Room 1120	651-4441
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Tutorial Services – Provide four hours of FREE one-on-one tutoring per credit hour in a variety of courses.

CHARLESTON	Bldg. D – Lobby	651-5732
CHEYENNE	Room 2100 (Library)	651-4232
HENDERSON	Bldg. C – Computer Lab	651-3125

Veteran Affairs – Certifies enrollment of veterans and their dependents using veterans' educational benefits; acts as liaison with the Veterans Affairs Office. Recommend that eligible students visit the office 45 days before the semester begins.

CHARLESTON	Building D	651-5610
CHEYENNE	Main Building	651-4046
HENDERSON	Building B	651-3030

Writing Centers – Provide FREE assistance with all aspects of paper writing. No appointment necessary.

CHARLESTON	Bldg. C – Room 112	651-7402
CHEYENNE	Room 2106 (Library)	651-4101
HENDERSON	Bldg. C – Computer Lab	651-3187