

# RESOURCES FOR STUDENT SUCCESS

Prepared by CSN's Department for Academic Advising Services

Revised 1/2022



**ACADEMIC ADVISING** – Provides degree planning assistance and course selection recommendations for students each semester. Hours of operation are Monday-Friday: 8 a.m. - 5 p.m. For instructions on how to schedule an appointment, students can visit [www.csn.edu/advising](http://www.csn.edu/advising).

CHARLESTON	Bldg. D – Lobby	702-651-5670
HENDERSON	Bldg. B – Room 120 Student Services Area	702-651-3165
NORTH LAS VEGAS	Bldg. S – Room 201 (second floor)	702-651-4049

**ACADEMIC SCHOOLS** – [www.csn.edu/schools](http://www.csn.edu/schools):

- ❖ *Advanced & Applied Technologies*
- ❖ *Arts & Letters*
- ❖ *Business, Hospitality & Public Services*
- ❖ *Education, Behavioral & Social Sciences*
- ❖ *Health Sciences*
- ❖ *Science & Mathematics*
- ❖ *Division of Workforce & Economic Development*
- ❖ *Apprenticeship Studies*

**BOOKSTORE** – Provides all textbooks and course materials for CSN classes in addition to selling a wide variety of other books, clothing, and apparel (hoodies and T-shirts), gifts, school supplies, convenience items, and Coyote fan gear. For more information, students can visit [www.csn.edu/bookstore](http://www.csn.edu/bookstore).

CHARLESTON	Bldg. B	702-651-5606
HENDERSON	Bldg. C	702-651-3055
NORTH LAS VEGAS	Bldg. E	702-651-4645

**CAMPUS LIFE** – Provides monthly student activities for CSN students.

CHARLESTON	Student Union – Room 127	702-651-5904
HENDERSON	Student Union – Room 113	702-651-3709
NORTH LAS VEGAS	Student Union – Room 127	702-651-2781

**CAREER SERVICES** – Offers career exploration, job search assistance, and guidance with utilizing the Career & Technical Education Program (CTEAP) grant for students and alumni. Hours of operation are Monday-Friday from 8 a.m. - 5 p.m. For more information, students can visit [www.csn.edu/CATS](http://www.csn.edu/CATS) or email at: [cats@csn.edu](mailto:cats@csn.edu).

CHARLESTON	Modular Bldg. 9 (near bldg. K)	702-651-5089
HENDERSON	Student Union – Room 127	702-651-3174
NORTH LAS VEGAS	Bldg. E – Room 122 Student Services Area	702-651-4700

**CASHIER'S OFFICE** – The Cashier's Office provides a number of services including cashiering, fee assessment, collections and refunds. If you are requesting to pick up any documentation, a valid photo ID must be presented at the time of pick-up. Hours of operation are Monday-Friday: 8 a.m. - 5 p.m. Students can also email the Cashiers Office at [cashiers.office@csn.edu](mailto:cashiers.office@csn.edu).

CHARLESTON	Bldg. D – 120	702-651-5650
HENDERSON	Bldg. B – 120	702-651-3022
NORTH LAS VEGAS	Bldg. E – 124	702-651-4064

**CENTERS FOR ACADEMIC SUCCESS** – Provides quality DROP-IN academic assistance to all students enrolled in for-credit courses at CSN. Tutors are available for most general education courses and some historically challenging courses. Academic learning support includes assistance with learning strategies, Canvas, Smarthinking online tutoring, Microsoft Office, reading, writing, oral presentations, math and science. CAS tutors also provide support to study groups. CAS is open Monday through Sunday to be more accessible to all students. Hours for all locations are Monday-Thursday 9 a.m. - 6 p.m. and Friday-Sunday 11 a.m. - 4 p.m.

For more information students can visit [www.csn.edu/centers-academic-success](http://www.csn.edu/centers-academic-success).

CHARLESTON	Bldg. C – Learning Commons	702-651-5732
HENDERSON	Bldg. C – Learning Commons	702-651-3125
NORTH LAS VEGAS	Bldg. C – Learning Commons	702-651-4232

**CHILD CARE** – Early Childhood Education services for young children of students/faculty/staff. CSN students may be eligible for reduced rates and/or subsidies.

CHARLESTON	24 months – Pre-K	702-651-7390
NORTH LAS VEGAS	3 months – Pre-K	702-651-4004

**CODY'S LOCKER** – Offers free school supplies to registered CSN students such as backpacks, index cards, pens, highlighters, etc. Supplies are limited. See Campus Life staff for terms of use.

CHARLESTON	Student Union – Room 127
HENDERSON	Student Union – Room 113
NORTH LAS VEGAS	Student Union – Room 127

**COMPUTER LABS** – Internet and CANVAS access, word processing, Microsoft Office, and tutorials in computer programs. Always reference [at.csn.edu/computerlabs](http://at.csn.edu/computerlabs) for the current hours of operation.

CHARLESTON	Bldg. C – First Floor	702-651-5931
HENDERSON	Bldg. C – First Floor	702-651-3002
NORTH LAS VEGAS	Bldg. C – Second Floor	702-651-4592

**COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)** – Offers a variety of free and confidential psychological services aimed to help students in their emotional, relational and behavioral growth. Appointments can be made by contacting the department.

CHARLESTON	Bldg. D – Room 104	702-651-5518
HENDERSON	Bldg. B – Room 136	702-651-3099
NORTH LAS VEGAS	Bldg. E – Room 120	702-651-4099

**COUNSELING AND RETENTION SERVICES** – Counselors advocate for students and address their needs through preventative retention efforts and the development of individualized success plans. Counselors provide assistance for students on academic warning, probation, and suspension, students on financial aid warning and those who require SAP appeals. Counselors also provide wrap-around services for students, administer the early alert process and work to assist students in getting connected to community resources. Visit [www.csn.edu/counselingdepartment](http://www.csn.edu/counselingdepartment) for additional information.

CHARLESTON	Student Union – Room 127	702-651-5204
HENDERSON	Student Union – Room 127	702-651-5204
NORTH LAS VEGAS	Student Union – Room 127	702-651-5204

**COYOTE CLOSET** – Offers free business and professional attire to CSN students to help them prepare for interviews, career fairs, networking events and classroom presentations.

CHARLESTON	Student Union – Room 127
NORTH LAS VEGAS	Student Union – Room 120 (Opening Spring 2022)

**COYOTE CUPBOARD** – Offers free food and hygiene products to currently enrolled CSN students. Grab and Go style bags are offered for quick meals on campus or Family Style bags to take home and share. The Coyote Cupboard is open Monday-Thursday 9 a.m. - 4 p.m. and Friday 9 a.m. - 2 p.m.

CHARLESTON	Student Union – Room 127
HENDERSON	Student Union – Room 113
NORTH LAS VEGAS	Student Union – Room 127

**CSN CALL CENTER** – Provides assistance with password resets (GoCSN, MyCSN, Canvas & CSN Email), MyCSN Navigation, Account Validations & General CSN Questions. Call 702-651-5555 (press option #4).

**DISABILITY RESOURCE CENTER** – Provides equal access to students with qualified disabilities through approved accommodations. Appointments can be made by calling the specific campus of choice for intake services.

CHARLESTON	Bldg. D – Room 203	702-651-5644
HENDERSON	Bldg. B – Room 120, Student Services Area	702-651-3795
NORTH LAS VEGAS	Bldg. E – Room 120N	702-651-4045

(Adaptive Technology)

DEAF AND HARD OF HEARING SERVICES

NORTH LAS VEGAS	Modular Bldg. 3	702-651-4448
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**EARLY CHILDHOOD LAB** – Provides student/staff/faculty children age six months to pre-kinder morning pre-school classes. The lab operates on a waiting list basis.

NORTH LAS VEGAS		702-651-4004
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**FINANCIAL AID** – Provides information and assistance to students applying for financial aid programs such as grants, work-study, scholarships and loans. Financial aid TV, FAFSA workshops and the Coyote Chatbot are also available to student at [www.csn.edu/financialaid](http://www.csn.edu/financialaid). Hours of operation are Monday-Friday: 8 a.m. - 5 p.m. Students can send correspondence via email to [www.finaid@csn.edu](mailto:www.finaid@csn.edu).

CHARLESTON	Bldg. D – Lobby	702-651-4303
HENDERSON	Bldg. B – Student Services Area	702-651-4303
NORTH LAS VEGAS	Bldg. E – Room 118 Student Services Area	702-651-4303



**SMARTHINKING** – Offers online tutoring, writing services and homework assistance 24/7. It provides assistance in Math (Basic Skills through Calculus II), Writing, Chemistry, Physics, Biology, Accounting, Economics, Spanish, Statistics and Nursing. To access services, students can log into their GoCSN account and then into Canvas. Students can choose a listed course on the left and then click on Smarkthinking Tutoring. Visit [www.csn.edu/online-support](http://www.csn.edu/online-support) or call 702-651-5619 for additional information.

**SOFTWARE LAB** – Offers assistance in Computing & Information Technology, Computer Science, and Information Systems classes. Hours of operation vary. To check the schedule, visit [www.csn.edu/cit-information](http://www.csn.edu/cit-information).

CHARLESTON Bldg. C – Room 116

HENDERSON Bldg. C – Room 116

NORTH LAS VEGAS Bldg. A – Room 2767

**STUDENT LIFE AND LEADERSHIP DEVELOPMENT** – Works with:

- ❖ *Student Government* – The elected student body representing all CSN students.
- ❖ *Student Leadership Institute* – Institute that develops students into becoming proactive, productive and engaging leaders.
- ❖ *Student Clubs and Organizations* – approximately 40.
- ❖ *Phi Theta Kappa* – the honor society for community and junior colleges. (3.5 Cum GPA).
- ❖ *Student Identification Cards* – must show a current semester schedule and photo I.D. Please visit [www.csn.edu/student-life](http://www.csn.edu/student-life) for additional information.
- ❖ *CSN Serves* – Provides monthly service leadership/volunteer opportunities in the Las Vegas valley for CSN students. Please visit [www.csn.edu/csn-serves](http://www.csn.edu/csn-serves) for additional information.

NORTH LAS VEGAS Building E – Room 105

702-651-4669

**TESTING AND ASSESSMENT CENTERS** – Offer placement testing for CSN students on a walk-in basis. They also offer certification, credit by examination and serve as make-up test locations. Make an appointment to test at [www.csn.edu/csn-testing](http://www.csn.edu/csn-testing).

CHARLESTON Bldg. D – Main Lobby

702-651-5733

HENDERSON Bldg. A – Room 120

702-651-3128

NORTH LAS VEGAS Bldg. E – Room 122 Student Services Area

702-651-4050

**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. Please visit [www.csn.edu/trio](http://www.csn.edu/trio) for additional information.

NORTH LAS VEGAS Bldg. E – Room 109

702-651-4441

**UNLV/CSN TRANSFER PROGRAM (UCTP)** – Provides UNLV transfer information (i.e., degree plans, transfer agreements, course equivalency) and admission assistance (i.e., application process and deadlines). Please visit [www.unlv.edu/advising/uctp](http://www.unlv.edu/advising/uctp) to schedule an appointment and find information.

CHARLESTON Modular Bldg. 9 (near bldg. K)

702-651-4969

HENDERSON Student Union – Room 127

702-651-4969

NORTH LAS VEGAS Bldg. E – Room 122-N

702-651-4969

**NSC/CSN TRANSFER OFFICE** – The Nevada State Transfer Team is available to assist all CSN students with general information about our degree programs, selecting the correct associate degree at CSN for transfer and the application process to Nevada State College. It is never too soon or too late to schedule with us. Available for both “Zoom” and “Phone Appts”. Contact us for more details on “Walk-In Wednesdays”. Contact us today. [www.nsc.edu/transfer2state](http://www.nsc.edu/transfer2state). Text Line: 702-978-7436 Email: [transfer@nsc.edu](mailto:transfer@nsc.edu).

**VETERAN EDUCATION AND TRANSITION SERVICES (VETS)** – Certifies enrollment of veterans and their dependents using veterans’ educational benefits; acts as liaison with the Department of Veterans Affairs. Eligible recipients should apply for educational benefits at [www.va.gov](http://www.va.gov). Apply for admission using the CSN Veteran Benefits application then visit the VETS Center to continue your journey to success. VA beneficiaries may also contact the CSN VETS office to make an appointment to speak with a VA advisor (non-health science majors only). Hours of operation are Monday-Friday: 8 a.m. - 5 p.m.

CHARLESTON Modular Bldg. 11 (near bldg. K)

702-651-5060

*CSN is an Equal Employment Opportunity/Affirmative Action institution and does not discriminate on the basis of sex, age, race, color, religion, disability, national origin, veteran status, sexual orientation, genetic information, gender identity, or gender expression in the programs or activities which it operates. For more information, visit [www.csn.edu/nondiscrimination](http://www.csn.edu/nondiscrimination)*

*En Español*  
*CSN es una institución de igualdad de oportunidades laborales/acción afirmativa y no discrimina en base del sexo, la edad, la raza, el color, la religión, la discapacidad, el origen nacional, el estatus de veterano, la orientación sexual, la información genética, la identidad de género, o la expresión de género en los programas o las actividades que opera. Para más información visite la página web [www.csn.edu/nondiscrimination](http://www.csn.edu/nondiscrimination).*