Kent State Resource Manual
Women's Center

WILLIAMSON HOUSE, 1.1 MILES AWAY

8 AM - 5 PM
Monday - Friday

Female-identifying students

2 staff, 6 interns

About Me:

We welcome anyone & specifically support women of color or female-identifying student groups. Our space is inclusive to all students & our program coordinator is a previous international student.

Together we could:

- Run events like "Where Do Black Women Go" Elect Her program, or Period Project
- Support you with book & emergency funds
- Learn about leadership through our revolution leadership course
- Work together in an internship or volunteer experience

You should message me if:

You want scholarship information, internship experience, lactation room locations, or a supportive space! Email us or stop by the office during our open hours!
Connect with Us!

Who can I reach out to for more details about the Women's Center?

You can email our general office: wc@kent.edu or call 330-672-9230.

Where can I learn more about the center's services and resources?

- Go to our website https://www.kent.edu/womenscenter and put in your email to receive our monthly newsletter
- Follow us on:
  - Instagram @ksuwomenscenter,
  - Facebook at Kent Women's Center,
  - LinkedIn @KentStateUniversitysWomensCenter
  - Twitter @WCKentState
About Me:
We assist everyone year-round. We have a "Mother" post office downtown open Monday-Friday 8:30 AM - 5:30 PM and Saturday's 8:30 AM - 12:30 PM.

Together we could:
- Mail packages/letters out
- Assist with money orders for rent or taxes
- Help with book returns or prepaid packages
- Volunteer at community service events

You should message me if:
You're interested in working for the office, volunteering at a community event such as a food drive or coat drive, or need help mailing things out.
Connect with Us!

Who can I reach out to for more details about the Post Office?

You can reach us at 330-672-8189 or our general email: kscinfocenter@kent.edu and someone will get back to you within 48 hours!

Where can I learn more about the office's services and resources?

Follow us on:
- Instagram or Twitter @kentstudentcntr
- Go to our website: kent.edu/kentstudentcenter/kent-student-center-post-office
  for more information!

What would you advise international students before visiting?

Make sure to have cash and a customs form for international mail ready. Some bank cards don't work with the PNC ATM's around campus. You need to have cash to process international mail, so we advise going to the downtown post office. Their ATM has a card reader, and won't charge as much.
Student Ombuds

STUDENT CENTER SUITE 250, SECOND FLOOR, 180 FEET AWAY

8 AM - 5 PM Monday - Friday

Students of all majors, freshman to senior, domestic to international

1 employee

About Me:
We are an objective, nonbiased operation that continues to work towards developing a fair and equitable university community for students who have a concern.

Together we could:
- Find the policy/procedure/process that helps resolve your concern or complaint
- Talk about anything that is stressing you
- Get to the bottom of an academic issue involving a professor or advisor
- Find a resolution for each situation

You should message me if:
You have academic-related policy questions, an academic complaint such as "I don't like the grade that I got", academic dismissal, attendance policies, plagiarism and cheating policy-affiliated concerns.
Who can I reach out to for more details about Student Ombuds?

You can reach us at 330-672-9494 or our general email: ombuds@kent.edu!

When is your "busy time" or most busy days?

Typically from mid-semester/October onward. Or at the end of the semester when grades are posted.

Where can I learn more about your services/resources?

On our website kent.edu/studentaffairs. We have a page full of resources, and another that references the most frequently referenced policies such as grading policies and procedures, to administrative policy and procedure regarding satisfactory academic progress for recipients of financial aid.
You need a Flashcard ID (or replacement), have questions about Flashperks/printing/ or using the ID for an exam, are interested in interning or working for the office, or have trouble adding money (Flashcash) to your card.
Who can I reach out to for details about Flashcard and its purpose?

Hello! You can reach us at 330-672-2273 or email flashcard@kent.edu for your inquiries. You can also check out our website: kent.edu/flashcard for more information.

When is your "busy time" or most busy days?

The month of June with Destination Kent State (DKS), or the beginnings of each semester. We recommend you submit a photo a head of time to make the process faster and you get to choose what photo is on your ID for the next 4 years.

Is there any additional information students should know?

If you break your Flashcard, a replacement is free as long as you bring your broken ID with you when getting a new one. If it is lost, it’s $25 to get a replacement. You can just drop by our window.
Dining Services
TRI TOWERS, SECOND FLOOR, 0.3 MILES AWAY

About Me:
Not only a food provider, but we hold many employment opportunities ranging from marketing or finance interns to student employees in dining halls.

Together we could:
- Work to serve the Kent State community food
- Advertise on social media or university events calendar
- Cater to 10,000+ events on campus
- Participate in Flash Foodies to try new food for free and provide feedback
- Enjoy free food if served outside a dining hall
- Pay for dining hall food if indoors.

You should message me if:
You are interested in working at a dining hall or interning with us, participating in the Flash Foodies program, have questions about dining events or dining hall hours.
Connect with Us!

Who can I reach out to for details about Dining Services?

You can reach us at 330-672-2541 or dining@kent.edu. You can also check out our website: kent.edu/dining for more information.

What social media should I follow to learn about your events?

Instagram: @ksudining
Twitter: @Kent State Dining.

Is there any additional information students should know?

Look on Handshake or social media for employment opportunities because there are always student jobs in dining. We hold theme nights like soul food night, international cuisine highlight, or homecooked meal submission. You can drop in at any dining hall and ask to speak to a manager!
Sexual Relationship Violence Support Services

WILLIAMSON HOUSE, 1.1 MILES AWAY

8 AM - 5 PM Monday - Friday
Students of all majors, freshman to senior, domestic to international
3 full-time employees, 8 student interns

About Me:
We help empower students affected by power-based violence through crisis intervention, adjudication support, academic intervention, as well as educate the community about bystander action through Green Dot program.

Together we could:
- Intern at our office
- Host or participate in events like Take Back the Night, Clothesline Project, Denim Day, and Men Against Violence Walk
- Register for a Green Dot or Bystander workshop
- Come to our food pantry for free food you can take home

You should message me if:
You are looking for support from power-based violence trauma, to participate in social justice events, or want to be an intern and help out the office.
Connect with Us!

Who can I reach out to for help with my trauma?

You can drop into our office with no appointment needed and talk to one of our staff members, check out our website: kent.edu/srvss, or call us at 330-672-8016, or email us at srvss@kent.edu.

What social media should I follow?

Follow us on:
- Instagram and Twitter @srvssksu
- Our Facebook page @ksusrvss

Is there any additional information students should know?

Internships are great for those interested in social justice or learning more about becoming an advocate, and can be taken for academic credit for a semester or more. We also suggest going to Townhall II, a rape crisis center, or Safer Future, a temporary shelter for women and children, for more support.
LGBTQ+ Center

STUDENT CENTER, LOWER LEVEL, 115 FEET AWAY

About Me:
We are an inclusive space for anyone to come and hang out at our lounge where we hold events such as film Fridays, round table discussions, and emotional support for crisis management.

Together we could:
• Work at our office
• Participate in a mentorship program
• Go to events such as Rainbow Run or Lavender Graduation
• Support you financially with our emergency fund,
• Join a social group

You should message me if:
You are looking for support in a safe environment, connect with alumni in our mentorship program, want to work at the office with our front desk, volunteer to help at our Rainbow Run or if you want to relax between classes in our lounge.

8 AM - 5 PM Monday - Friday
LGBTQ+ Community and the entire campus to feel welcome and included
3 full-time employees and 10 interns/student workers
Connect with Us!

Who can I reach out to if I am interested in helping out at the center?

If you or someone you know is afraid to come to the center, we can meet you at a coffee shop or another place you feel comfortable. In addition, we can meet virtually, on phone, or at the center. You can call us at 330-672-8580 or email us at lgbtqsc@kent.edu.

What social media should I follow to learn about your events?

Instagram and Facebook: @ksulgbtq , and a weekly listserv you can sign up for at our website: kent.edu/lgbtq.

Is there any additional information students should know?

Our mentor program is a great opportunity to network with others. We take 20 students a year that will be connected with a community mentor and work together for a year and students who are involved in it can get a $100 incentive for completing the program.
Career Exploration and Development Center

SCHWARTZ CENTER, ABOVE ADMISSIONS, 0.4 MILES AWAY

8 AM - 5 PM Monday - Friday

Students of all majors, freshman to senior, domestic to international

10 full-time employees, 15 career peers, and 2 graduate assistants

About Me:
We help you anywhere in your career journey. We look over resumes and cover letters, hold career fairs, hold mock interviews, and have presentations in classes.

Together we could:
- Get free professional clothes to keep from our Career Closet
- Look over your professional documents (resumes, cover letters)
- Network at career fairs with working professionals
- Participate in a future-focused Friday workshop
- Meet with a career advisor
- Have a Flashternship

You should message me if:
You want to make an appointment to meet with a career advisor, attend a drop-in session to review your cover letter or resume, need help finding a job on campus, want to work at our office, or learn more about jobs within your major!
Connect with Us!

Who can I reach out to if I have questions?

You can email our office career@kent.edu for general questions and inquiries.

What social media should I follow to learn about your events?

Instagram: kentstatecareer
Facebook: Kent-State-University-Career-Services-Center
Twitter: KentStateCareer
LinkedIn: Kent-State-University-Career-Services

Is there any additional information students should know?

Show up at a meet and greet event and attend a career fair or drop-in to get to know our team. We also send out newsletters based on your career community, so keep an eye out for career development tips or job/internship opportunities!
You should message me if:

- You are a new or incoming graduate student.
- You want to participate in one of our events like boot camp or writing competitions.
- You are interested in joining the International Student Association.
- You want to work on your thesis.

About Me:

We provide professional development support, host graduate student orientation, professional development workshops, advise students senate, and assist in research, personal, and career development.

Together we could:

- Attend Graduate student orientation
- Participate in dissertation boot camps, writing support, and research competitions
- Go to Flash Pitch in the spring
- Watch professional development videos on our website, take quizzes, and receive a certificate of completion
- Intern at the office
Connect with Us!

Who can I reach out to if I have a question?

You can reach out to our email: graduatestudies@kent.edu, or follow us: Twitter, Facebook, or Instagram @kentgradstudies or check out our website www.kent.edu/graduatestudies.

Do I need to make an appointment to utilize your services?

Nope! You are welcome to drop by and we are happy to meet with you, or if you want to reach out in advance to schedule an appointment that works too!

Is there any additional information students should know?

Doctoral students make up a large part of our community, so we recommend getting engaged with different student groups to learn more from one another. We have the dissertation boot camps in the fall and a 3-minute thesis competition in the spring. There is a lot of programming on Fridays as well!
You should message me if:

You want to learn or work more with international students, are interested in interning with our office, want to participate in Student Advisory Council, volunteer at programs, or want to attend a coffee hour.

About Me:

We design activities with EHHS, the college we serve, and the respective faculty, students, etc. to provide international student integration.

Together we could:

• Meet for study abroad advising
• Apply for grant-funded programming
• Go to international student orientation
• Attend an event around intercultural or international education

You should message me if:

You want to learn or work more with international students, are interested in interning with our office, want to participate in Student Advisory Council, volunteer at programs, or want to attend a coffee hour.
Connect with Us!

Who can I reach out to if I have a question?

Our office's number is 330-672-3000. You can also drop into our office with no appointment needed, or email Amanda if you want to meet with her directly or join the CIIE listserv.

What social media should I follow?

Instagram: @geralreadciie
Facebook: kentstateciie
You can also look at the university calendar or Flashperks for in-person events.

Is there any additional information students should know?

We provide information on study abroad EHHS offers, as well as have a program for visiting scholars to work with EHHS faculty. Students are welcome to volunteer or intern with our office if they are interested in international or intercultural education.
Global Education Library

LIBRARY, FIFTH FLOOR (ROOM 510), 66 FEET AWAY

24/7 Mon.-Thurs.  
9 AM - 5 PM Fri. and Sat.  
Sunday 12 PM - 12 AM

Any and every student

7 research and subject librarians

About Me:
We present to classes virtually or in person, teach about how to evaluate information or find resources outside of Kent State, and assist with finding books or articles.

Together we could:
- Practice your presentation for a class in the Flash studio
- Reserve a study room for you or a group to prepare for an upcoming exam
- Find a subject librarian to help you find information for a paper
- Learn about plagiarism and academic integrity issues

You should message me if:
You want to work in the library, need help finding a book or information for a paper, want to meet with a subject librarian, or want to watch a lecture video on library resources.
Connect with Us!

Who can I reach out to if I have a question?

The library's email: library@kent.edu or phone number: 330-672-3456. You can also check out our website https://libguides.library.kent.edu/International_Students for more information.

What social media should I follow?

Instagram: @kentstate_lib
Facebook: @ksulibraries
Twitter: KentState_LIB
or visit our website: www.library.kent.edu

Is there any additional information students should know?

You pay for these resources with your tuition. Anything in the library is "free" since the price is included in your tuition. If we do not have something, we can try to get it from somewhere else so don't be afraid to ask! And you can meet with us at no appointment needed.
One Stop for Student Services

LIBRARY, FIRST FLOOR, 66 FEET AWAY

9 AM - 5 PM Monday-Friday

Any and every student

Mix of student employees and full-time professionals

About Me:
We serve as a single point of contact for student customer services related to financial aid and scholarships, billing and payments, as well as financial wellness.

Together we could:
- Apply for financial aid and scholarships
- Understand financial aid awards
- Obtain academic transcripts
- Navigate Flashline to add or drop classes
- Check on your Ohio residency status
- Participate in the ISO and grad fair outreaches each semester

You should message me if:
You want to work with One Stop, need help budgeting and learning about financial wellness or academic petitions, discuss bill due dates and payment options, understand your e-bill, or need help with the disclosure of directory information and FERPA release.
Who can I reach out to if I have a question about your services?

You can check out our office's general website: www.kent.edu/onestop or call us at 330-672-6000. We can be reached by email: onestop@kent.edu as well.

Is there anything your office does not do?

We do not provide academic advising or take in-person or over-the-phone payments. Contact your academic advisor for inquiries over class inquiries, or go to the secure payment drop boxes located inside and outside the Schwartz Center at the Kent campus for payments.
Student Accessibility Services

LIBRARY, FIRST FLOOR, SUITE 100, (BEHIND THE BATHROOM), 66 FEET AWAY

9 AM - 5 PM Monday - Friday

Any and every student

A mix of full-time staff and student assistants

About Me:
We help students with academic accommodations or referrals and work with students who have a psychological, medical, or ADHD/learning disability.

Together we could:
- Assist with attendance or deadline modifications
- Work with you to find a housing accommodation
- Extend testing time for you to take a test
- Provide assistant technology, interpreters, or transcribers

You should message me if:
You want to work with Student Accessibility Services, are looking for accommodation whether it be learning or housing, need help with documentation from the health center or psychological services or want the accommodations when studying abroad.
Who can I reach out to if I have a question about your services?

Our office's general email: **SAS@kent.edu** or phone number: 330-672-3391 will respond the fastest. If you have significant concerns or questions, the director, Amanda Feaster, would be happy to help.

What counts as a disability in this country?

We go by the federal definition: **the inability to do any substantial gainful activity by reason** of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months.

Is there any additional information students should know?

You can reserve an appointment to meet with us from our website: [https://www.kent.edu/sas](https://www.kent.edu/sas). Make sure to schedule your exam as well so we have the right space available.
Student Multicultural Center

STUDENT CENTER, SECOND FLOOR SUITE 206, 50 FEET AWAY

9 AM - 7 PM Monday-Thursday
9 AM - 5 PM Friday

Any and every student
2 full-time employees

About Me:
We value growth of the individual student and strive to connect communities that encourage and support an appreciation for difference by collaborations with on-and off-campus stakeholders.

Together we could:
- Attend cultural orientation program
- Participate in diversity training and education workshops
- Watch a guest speaker
- Join organizations affiliated with the center such as Sister Circle and Male Empowerment Network

You should message me if:
You want to join one of our student groups, attend one or more of our workshops, participate in our cultural orientation program or Karamu celebration, or go to our "soup and substance 2.0" educational series.
Connect with Us!

Who can I reach out to if I have a question about your services?

Our email: STUDENT_MULTICULTURAL_CENTER@kent.edu or call us at: 330-672-3560

What social media should I follow?

Facebook: @SMCKentState
Instagram: @smckentstate
Twitter: @SMCKentState
or join our listserv from our website: https://www.kent.edu/smc

Is there any additional information students should know?

We also celebrate Heritage months and have events throughout each month for the respective heritage. More information can be found on our website!
You should message me if:
You are interested in working with us, want academic assistance through one of our many services such as eTutoring, academic coaching, testing services, placement, or need one-on-one tutoring.

About Me:
We help students become independent learners through a variety of academic support options, all of which are free to Kent State students.

Together we could:
- Attend drop-in tutoring
- Receive supplemental instruction through structured group study sessions
- Schedule a tutoring session up to twice a week
- Go to academic coaching
- Check out workshops for a study skill refresh

You should message me if:
You are interested in working with us, want academic assistance through one of our many services such as eTutoring, academic coaching, testing services, placement, or need one-on-one tutoring.
Connect with Us!

Who can I reach out to if I have a question about your services?

Our office's general email: asc@kent.edu or call us at 330-672-3190. For a specific contact, check out our website https://www.kent.edu/asc.

What social media should I follow?

Our Facebook: @ksuacademicsuccess or follow us on Twitter: @KentState_ASC

Is there any additional information students should know?

CircleIn is a game-based web and mobile studying app designed to help you get organized and study with your classmates remotely. The more you use the app to study and collaborate with your classmates, the more points you’re able to earn. You can win rewards like Amazon and Best Buy gift cards, and even scholarships with these points!