INTEGRATED ENROLLMENT SERVICES - BLAKE DALINA

- What can I take at UH Sugar Land?
  - Undergraduate Programs
  - Graduate Programs
  - Certificate Programs
  - Request More Information

- Online Enrollment Services Menu
  - Registrar
  - Costs, Billing, and Payment Information
  - Financial Aid
  - Admissions

- Walk-ins
  - “My major or program is offered through UH Sugar Land.”
    - Visit the DSAES Suite or the UH Welcome Center
  - “My major or program is NOT offered through UH Sugar Land.”
    - Visit the UH Welcome Center

- Campus Services for Students Submitting Documents to the University
  - Visit the Open Computer Lab (AMG 303) to scan and upload documents through your self-service portal.
  - Drop off a pre-addressed envelope at Campus Support Services (AMG 101) to be sent by mail.
  - Walk over to the University Branch Library on the Sugar Land campus for fax and copy services.
UNIVERSITY CAREER SERVICES (UCS) – PRIYANKA RAUT

Website - http://www.uh.edu/ucs

- Information about resume and cover letter critiques, job and internship search advice, mock interviews, classroom presentations, and weekly workshops.

Students

- Schedule appointment through Cougar Pathway
- Information on various career fairs and events
- Free online vocational assessment FOCUS 2

Faculty and Staff

- How to post a college work study (CWS) job or hire a CWS student
- How can I request a classroom presentation

Employers

- How to post a job on Cougar Pathway
- Information on various career fairs and events
- UCS Career Fair information

CENTER FOR STUDENTS WITH DISABILITIES (CSD) - CRYSTLE HUTCHINSON

Website - http://www.uh.edu/csd

- Students may contact CSD and request assessment services at the UHSL campus. After the assessment, a determination will be made for accommodations.

Crisis

- Trigger phrases or documents acceptable to help students receive accommodations for class and testing: 504 paper work, ADA paper work, Individual Education Plan (IEP) from school, Annual Review and Dismissal (ARD) paper work, disability paper work, evaluation paper work, and old accommodation paper work.

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS) – LEAH MCCOY

Website - www.uh.edu/caps

- Provides a list of services, outreach request forms, helps students of concern and provides referral information.

Crisis

- Someone posing a threat to themselves or others - call UHSL PD Corporal Pruitt 832-842-2929

Student in Distress

- A student needing to speak with someone urgently – if during regular CAPS Sugar Land hours, bring the student to the CAPS Office (AMG119C). If the door sign reads “In Session,” please notify Leah McCoy via IM without using student’s name. The student may also call CAPS main number 713-743-5454 and have the student ask to speak to the Consultant on Duty. If student chooses to wait to speak with Leah, advise the student that she will be with them shortly.

After - Hours

- If a student has a concern after regular business hours (after 5pm and before 8am, Sugar Land or Main), call CAPS main number 713-743-5454 and you will be connected to the after-hours counselor. This also includes weekends, holidays or any time the CAPS offices are closed. Please note, appointments or scheduling issues cannot be addressed by the after-hours counselors. For all scheduling concerns, contact CAPS main number 713-743-5454 during regular business hours.

How to Schedule An Appointment

- All students should contact CAPS main number 713-743-5454 to schedule an appointment for the CAPS Sugar Land office. Advise student to mention Sugar Land when scheduling their appointment. Staff and faculty are eligible to receive information or referrals on Tuesday 2-5 pm during the walk-in clinic hours or they may call CAPS main number 713-743-5454 at any time during business hours and ask to speak with the consultant on duty.

Walk-In Clinic

- Tuesdays 2-5pm (AMG 119C). Students, Staff and Faculty are seen on a first-come first-serve basis. Without using the person’s name, please notify Leah McCoy via IM of any person waiting to be seen and simply advise where the person is located.

Student of Concern

- If someone is concerned about the mental/emotional state or safety of a student, advise them to contact CAPS main number 713-743-5454 to speak with the Consultant on Duty. If during CAPS Sugar Land hours, they may also stop by the CAPS Sugar Land office (AMG 119C) to speak with Leah McCoy, if available. If the concern is a crisis, call UHSL PD Corporal Pruitt at 832-842-2929.

WCJC Student in Distress/Student of Concern

- Contact Susan Denman-Briones 281-243-8422. The WCJC counseling office is located in Brazos Hall - Room 123.