

Updated August 25th, 2020		Complied by the Office of Student Affairs		
Name of Department	In Person Office Hours	Best Contact Options	Contact Information	Additional Information
Student Affairs	Mon & Wed: 8am-5pm	In Person Services	studentaffairs@carlow.edu	
	Tues & Thurs: 8am-5pm (by appointment)	Remote Contact: Email/Phone	412-578-2026	
	Fri-Remote			
Athletics	Mon-Fri: 8:30am-4:30pm	In Person Services by appointment	gssliman@carlow.edu; klgraziani@carlow.edu	
		Remote Contact: Email		
Counseling	Mon/Thurs/Fri: 9am-4:30pm	Remote Contact: Email/Phone	healthandcounselingservices@live.carlow.edu	
	Tue/Wed: 9am-7pm		412-578-6474	
	Sun: 12pm-4pm			
Health Services	Mon-Fri: 9am-4:30pm	In Person Services by appointment		
		Remote Contact: Phone		
Center for Academic Achievement	Staff or work studies in office Mon-Th 8am-4pm for questions	Online synchronous and asynchronous appointments (writing only)	CAA@carlow.edu	
	All tutoring and coaching by appointment	Limited In Person Services	412-578-6146	
	Remote tutoring hours: 7 days a week. Check schedule	Remote Contact: Email/Phone Messages	Carlow.mywconline.com	
Disability Services	Mon-Thurs: 9am-4pm	In Person Services by appointment	412-578-6050/412-578-6257	To make an appointment, request accommodations, or schedule test taking access the following link
	Fri-Remote			DSOAccommodateStudents
	Meetings should be by appointment only			Remote Contact: Phone
				DSOAccommodateFaculty
Career Development	Mon, Tues, Wed, & Thurs: 9am-4pm	Schedule appointments via Handshake	Handshake: https://carlow.joinhandshake.com	Work Study: workstudy@carlow.edu
	Fri: Remote unless by scheduled appointment	Remote Contact: Email/Phone	careercenter@carlow.edu	
			412-578-6067	
Mercy Heritage	Remote availability	Remote Contact: Email	sacarney@carlow.edu	
Mercy Service	Wednesday, Thursday	Remote Contact: Email	kaobrien@carlow.edu	
Campus Ministry	Monday, Tuesday, Friday Morning, Sunday	Remote Contact: Email	skdewitt@carlow.edu	
Office of Equity and Inclusion	As needed; reach out to confirm availability	Remote Contact: Email/Phone	mdjohnson4833@carlow.edu 412-578-6227	
Student Hub	Mon: 9 AM – 4 PM	In Person Services	Phone: 412-578-6389	
	Tues: Remote			
	Wed: 9 AM – 4 PM	Remote Contact: Email/Phone	Fax: 412-578-6689	
	Thurs: 9 AM – 4 PM			
	Fri: Remote			
Registrar's Office		Remote Contact: Email	registrar@carlow.edu	
Financial Aid		finaid@carlow.edu		
Student Accounts		studentaccounts@carlow.edu		
Admissions	Starting September 14	In Person Services by appointment	admissions@carlow.edu	
	Mon-Fri: 9am-5pm		Phone: 412-578-6059	
University Library	Mon–Thurs: 10am–7pm	In Person Services	gracelibrary@carlow.edu	We have a brand new "Chat with a Librarian" feature that can be accessed from the library's homepage (https://www.carlow.edu/Grace_Library.aspx). It provides 24/7 access to a librarian, even outside of business hours (those hours will be staffed through POWER Library) https://carlow.libguides.com/c.php?g=1054704&p=7702143
	Fri: 10am–4:30pm		Remote Contact: Email/Phone	
	Sat: Closed			
	Sun: 2pm–9pm			
Mail Room	Window Hours: 9am-3PM	In Person Services	412-578-6127	
Campus Police	24/7 Dispatch Office Desk	In Person Services	412-578-6005 (General)	
		Remote Contact: Phone	412-578-6007 (Emergency)	
Bookstore	Mon: 9am-5pm		412-578-6164	To order textbooks, go onto the bookstore website: https://carlow.bncollege.com/shop/carlow/home
	Tue: 9am-pm			
	Wed: 9am-6pm			
	Thu 9am-5pm			
	Fri: 9am-1pm			
	Sun: CLOSED			