

Who do I contact if I need help with...

Question	Contact	Email	Additional Resources
Issues with your email, portal, or single sign-on	IT department	Helpdesk@gratz.edu	https://www.gratz.edu/students/research/it-helpdesk
When my course will open or be available	Robert McGregor, Dir. Online Learning	Rmcgregor@gratz.edu	Gratz College Academic Catalog
Financial aid and student loan info	Jeanne Cavaliere-Grover, Financial Aid Consultant	Finaid@gratz.edu	https://www.gratz.edu/admission-aid/financial-aid-scholarships/financial-aid
Student billing or student account	Karen West,	Kwest@gratz.edu	https://www.gratz.edu/students/current-students/billing
Scholarship opportunities	Naomi Housman, Dir. Institutional Advancement	Nhousman@gratz.edu	https://www.gratz.edu/giving/make-a-lasting-impact
Adding or dropping a course	Jade Jackman, Registrar	Jjackman@gratz.edu	https://www.gratz.edu/students/registrar
Request transcripts or grades	Jade Jackman, Registrar	Jjackman@gratz.edu	https://www.gratz.edu/students/registrar
Submitting ADA or student disability paperwork	Naomi Housman, ADA Coordinator	Nhousman@gratz.edu	https://www.gratz.edu/students/policies/accessibility-services
Your course map or electives	Your program director		

Questions about the Library including access to e-resources, borrowing materials, or library services	Donna Guerin, Dir. Libraries and Learning Resources	Dguerin@gratz.edu	https://www.gratz.edu/academics/library
Visiting the Library, using the print collection	Daniel Levitt, Dir. Daniel and Louise Cohen Adult Jewish Learning Program	Dlevitt@gratz.edu	https://www.gratz.edu/academics/degree/continuing-education/beit-midrash
Using Grayzel or other online archival collections	Alison Joseph, Dir. Digital Scholarship	Ajoseph@gratz.edu	https://www.gratz.edu/students/research/library/grayzel-digital-collections
Research and IRB	Ruth Sandberg, IRB Chair	Rsandberg@gratz.edu	https://www.gratz.edu/students/research/institutional-review-board
Graduation and commencement	Jade Jackman, Registrar	Jjackman@gratz.edu	https://www.gratz.edu/students/registrar
Sharing your recent scholarship, awards, or speaking engagements	Your program director or Lori Cohen, Dir. Marketing and Comm.	Lcohen@gratz.edu	https://www.gratz.edu/media-pr