

# FINANCIAL

## FINANCIAL AID

The Office of Financial Aid and Scholarships aims to provide you with financial assistance while attending The Citadel. They are located on the first floor of Bond Hall and can assist you with Financial Aid, Refunds, Loan Assistance, Financial Literacy, Scholarship Opportunities, and more.

**Mr. Hank Fuller, Director** (843) 953-5187  
Bond Hall 138  
**email:** financial\_aid@citadel.edu

## TREASURERS OFFICE

The Treasurer's office, along with the Office of Accounting, is part of the Financial Services department, which reports to the Vice President for Finance and Business Affairs. The Office of the Treasurer is responsible for collection of all monies due The Citadel; all correspondence concerning fees, payments, and status of accounts; clearance for participation in commencement exercises; maintenance of information regarding monthly installment plans and other ways to finance a student's education; partial refunds for withdrawal during a semester, operation of The Citadel Depository; preparation of 1098-t tax documents.

Bond Hall Room 112 (843) 953-5254  
**email:** treasurer@citadel.edu

## VETERANS SUCCESS CENTER

The Student Veterans' Center provides support and resources to veterans, active duty members, and dependents. The center offers veterans and active duty members a dedicated space to study, relax, and connect with peers. Staff is available to help navigate VA educational benefits and serve as a liaison between student veterans and the community.

**Ms. Sally Levitt, Assistant Director** (843) 953-9824  
204 Richardson Avenue  
**email:** va\_benefits@citadel.edu

## GRADUATE ASSISTANTSHIPS

All of the available areas accepting GA roles are listed on The Citadel HR website. Each candidate that applies and meets requirements for a GA position will have their application distributed to the chosen areas of interest selected on the application. A GA can work no more than 20 hours per week and part-time appointments can work no more than 10 hours per week. Additionally, a GA must be in good academic standing with a GPA of 3.0 or higher and must maintain 6.0 credit hours per semester as well as 3.0 hours per summer session.

For more information, please visit [www.citadel.edu/hr](http://www.citadel.edu/hr).

# PROFESSIONAL

## CAREER CENTER

The Citadel Career Center provides the education and resources that enable students to make informed decisions regarding their career goals.

The first step in this process is providing a career assessment to incoming students, to aid in the selection of a major and to identify career paths for exploration. Students are advised to follow a four-year career planning timeline, enabling them to take advantage of many resources and opportunities.

The Career Center provides training and assistance in career research and strategy, employer and city research, networking, career planning, résumé construction, interview preparation, and decision making.

It is important for students to engage in the four-year career planning process as early and as thoroughly as possible. For information on resources, please visit: [www.citadel.edu/career](http://www.citadel.edu/career)

**Ms. Page Tisdale, Director** (843) 953-1616  
573 Huger Street (at the corner of Hagood Avenue)  
**email:** page.tisdale@citadel.edu

## RESEARCH AND PROFESSIONAL DEVELOPMENT

The Graduate College Research and Professional Development Program takes a much more comprehensive approach to holistically preparing graduate students for the next step in their careers. They are able to offer funding for the presentation of research for graduate students, funding for graduate research, Leadership Development Workshops, Grant Writing Workshops for Graduate Students, and Publishing Workshops for Graduate Students.

**Mr. Carl Hill, Assistant Director of Enrollment Management** (843) 953-6808  
**email:** chill9@citadel.edu

## THE KRAUSE CENTER

The Krause Center creates and advances leadership programs, ethics education, and community engagement at The Citadel to develop principled leaders. Graduate students are invited to participate in our two hallmark events: Leadership Day in the Fall and the Principled Leadership Symposium every Spring. CGC students are also invited to discover hands-on service opportunities for positive social change in their local community through the Service Learning & Civic Engagement (SLCE) office in the Krause Center. [krausecenter.citadel.edu/](http://krausecenter.citadel.edu/)



# THE CITADEL

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# THE CITADEL

# STUDENT SUPPORT SERVICES

Student support programs, services, and activities offered by The Citadel complement and support students' academic development by

- ★ promoting discipline, responsibility, character development, and self-confidence;
- ★ equipping students with the skills necessary for academic success;
- ★ developing leadership skills;
- ★ enhancing moral and spiritual development;
- ★ increasing cultural awareness and the appreciation of diversity;
- ★ encouraging students to become responsible professionals in their chosen fields; and
- ★ providing activities that promote personal health and physical fitness.

The intent of student support programs is to encourage development and integration of personal values and habits that will remain with one for life.

# ACADEMIC

## THE STUDENT SUCCESS CENTER

The Student Success Center (SSC) is located on the first floor of Thompson Hall. The SSC provides online and on-campus academic support to all Citadel students, both undergraduate and graduate, through the following programs:

- Academic Coaching
- Athletic Academic Services
- Mathematics Lab
- Services for Students with Disabilities
- Subject-Area Tutorials Program
- Supplemental Instruction Program (SI)
- Writing Lab

Individual and group subject-area tutorials are available in most academic areas, including but not limited to mathematics, science, foreign language, history, psychology, and business. Learning strategies tutorials in areas such as study skills, time management, and test-taking skills are also available.

Students may set up an appointment by emailing the SSC at [sscenter@citadel.edu](mailto:sscenter@citadel.edu), calling (843) 953-5305, or stopping by 117 Thompson Hall.

For further information about the SSC and its programs, please visit our website at [www.citadel.edu/ssc](http://www.citadel.edu/ssc).

**COL Robert Pickering, Director** (843) 953-5096  
137 Thompson Hall

## SERVICES FOR STUDENTS WITH DISABILITIES

Upon admission to The Citadel, students with disabilities are encouraged to provide documentation, as well as discuss services and accommodations.

**COL Jane M. Warner, Ed.D., Director** (843) 953-6877  
103 Thompson Hall FAX: (843) 953-6823  
**email:** [disabilityservices@citadel.edu](mailto:disabilityservices@citadel.edu)

## MULTICULTURAL & INTERNATIONAL STUDENT SERVICES

This office offers a variety of services for international students and serves as a liaison with embassies, acts as an advocate for international students with campus offices, organizes off-campus cultural programs, and sponsors international activities.

**COL Robert Pickering, Director** (843) 953-5096  
137 Thompson Hall

## OFFICE OF STUDY ABROAD

The Office of Study Abroad, International and Domestic Programs (OIDP) works to broaden students' academic, leadership, social, and personal development through study abroad, competitive scholarships fellowships, and other special programs.

The fellowships branch of OIDP assists the college's most outstanding students – cadet and civilian, graduate and undergraduate – with applying to highly-competitive scholarships and fellowships.

**Dr. Zane U. Segle, Director** (843) 953-7083  
202 Richardson 2nd floor

## PUBLIC SPEAKING LAB

At the Public Speaking Lab (PSL), students work one-on-one with an experienced speaking coach to become confident, polished presenters. All levels of experience are welcome. To set up an appointment and to learn more about the PSL, go to: [www.citadel.edu/psl](http://www.citadel.edu/psl)

**Ms. Gervais Hagerty Del Porto, Director** (843) 953-5103  
365 Bond Hall

## ACADEMIC ADVISING

**Academic Faculty Advisor:** Each student is assigned a faculty advisor who provides counsel concerning course selections within particular majors. Students are encouraged to speak to their advisors throughout the year. Students can locate their advisor on Lesesne Gateway.

## DANIEL LIBRARY

The Library is a very helpful asset on campus and online, providing resources, services, programs and staff to support the educational and research needs of affiliated faculty, staff and students. You can also meet your friends and colleagues for coffee and a bite to eat in Brewed Awakenings, learn more about the history of the college in the third-floor Museum, or just relax and reflect in our comfortable seating areas.

For more information, visit [library.citadel.edu](http://library.citadel.edu)

# PERSONAL

## SEXUAL MISCONDUCT AND INTERPERSONAL VIOLENCE PREVENTION AND RESPONSE SERVICES

The Citadel is committed to maintaining a culture of respect and safety; promoting awareness and prevention of sexual harassment, sexual assault, rape, dating violence, domestic violence, and stalking through educational programs and enforcement of standards; promoting bystander intervention; and providing response and advocacy services for those who are affected by these issues.

Citadel students who believe they have experienced sexual assault, rape, sexual harassment, dating violence, domestic violence and/or stalking, or have knowledge of another person's experience with any of the above, are encouraged to report the incident(s). Students may report to Ms. Janet Shealy, director of the Campus Advocacy Response and Education (CARE) Program. Students also may report incidents to a Title IX Coordinator, any college official, TACs, Human Affairs members, the Infirmary, The Citadel Police, or law enforcement in the jurisdiction of the incident.

**Ms. Janet Shealy, Director** (843) 953-7277  
105 Thompson Hall (843) 425-1315 (24/7 cell phone)

## THE COUNSELING CENTER

The Counseling Center provides confidential, short-term counseling services to currently enrolled students. Counseling is provided to address personal issues such as concerns about anxiety, depression, family problems, relationship difficulties, substance abuse, and/or academic achievement. Students are encouraged to stop by or call for an appointment.

In the event of an emergency, counselors are available to provide crisis intervention without an appointment. In addition, the Counseling Center staff provides referrals for off-campus psychiatric evaluations and/or long-term counseling.

**Suzanne Bufano, Ph.D., Director** (843) 953-6799  
203 Richardson Avenue FAX: (843) 953-6344

## STUDENT HEALTH INSURANCE

The Citadel is a member of the South Carolina Consortium of Colleges for Student Health Insurance. This program offers affordable, student-health coverage for S.C. college students not covered under family or other insurance plans. The plan is administered by Academic Health Plans through Blue Cross/Blue Shield, and covers Citadel students for all activities while enrolled. This includes international students and student athletes (intercollegiate sports, club sports, and intramural sports).

Students are covered both on and off campus and while on field trips. The Citadel endorses the State plan, but does not sell or administer the insurance policies. For details, visit the AHP website for Citadel students: <https://citadel.myahpcare.com>

## OMBUDSPERSONS

An Ombudsperson is an informal, neutral, independent, and confidential resource for any problem or issue to include discrimination, harassment, mistreatment, fourth-class violations, and/or hazing. An Ombudsperson may be contacted 24 hours a day, 7 days a week. Services are available to all Citadel students, parents of students, staff, and faculty.

**COL Robert Pickering** (843) 953-5096 or (843) 437-9645  
137 Thompson Hall  
**e-mail:** [robert.pickering@citadel.edu](mailto:robert.pickering@citadel.edu) or [ombud@citadel.edu](mailto:ombud@citadel.edu)

**MAJ Shamus Gillen** (843) 953-4830 or (843) 743-9487  
First Floor, Bond Hall, Admissions Office  
**e-mail:** [gillens@citadel.edu](mailto:gillens@citadel.edu) or [ombud@citadel.edu](mailto:ombud@citadel.edu)

## PUBLIC SAFETY

The Citadel Department of Public Safety (DPS) is a full service law enforcement agency charged with ensuring the safety of all students, visitors and staff. All state-certified and state-commissioned police officers, our staff is here to address your needs. If you are the victim of a crime or need law enforcement assistance, we can be located at the Lesesne Gate Patrol Office or contacted at (843) 953-5114.

**Chief Michael Turner, Director** (843) 953-5145  
208 Richardson Avenue