

Southeast Arkansas College

Where to go with questions about

Locations: AB = Administration Building; BSB = Business Services Building; CHN = College Hall North; Com. = Commons; FH = Founders Hall; WFD = Work Force Development.

	Phone number	Web site or e-mail address	Department/location/person
Americans with Disabilities (ADA) services	870-543-5926 Fax – 870-543-5956	jharris@seark.edu	Student Services – CHN – J. Harris
Dropping a course/withdrawing from all courses	870-543-5958 870-543-5955 Fax – 870-543-5956	cmouton@seark.edu pking@seark.edu	Data Entry / Student Services – CHN – any staff member See College Catalog for procedure
Electronic database access	870-543-5936 870-543-5988 Fax 870-543-5937	library@seark.edu	Library – FH -any staff member
Emergency alert system		http://www.seark.edu click on <i>e2campus</i> link under “other” on right hand side of page or http://www.e2campus.com/my/seark/	
Financial Aid – Pell Grants, student loans, scholarships, work study	870-543-5909 870-543-5952	lmilton@seark.edu	Financial Aid, Student Services – CHN – any staff member
Financial help/support – Career Pathways	870-543-5969	lseymore@seark.edu	Career Pathways – WFD – any staff member (Lyric Seymore)

	Phone number	Web site or e-mail address	Department/location/person
Financial help/support – Student Support Services (Trio Program)	870-850-8585 870-850-8487	jsimpson@seark.edu bhyatt@seark.edu	Student Support Services – CHN – any staff member
Financial help/support – WIA, NAFTA, TAA	870-543-5972	shalley@seark.edu	Admissions / Student Services – CHN – S. Halley
Information Booth	870-543-5900	http://seark.edu	Information Booth – Com. – any staff member
Internet service – home	See yellow pages of local telephone book	Google search for <i>internet service providers</i>	Internet service providers
Job Placement / career services	870-543-5914	kharper@seark.edu	Career Center – CHN – K. Harper
Library research	870-543-5936 870-543-5988 Fax 870-543-5937	library@seark.edu	Library – FH - any staff member
Parking permits & parking tickets	870-543-5953		Cashier – BSB – any staff member
President’s Office	870-543-5907 870-543-5963	pshirley@seark.edu kmorehead@seark.edu kbogard@seark.edu	President’s Office – AB – Dr. Philip Shirley; Dr. K. Morehead; Ms. K. Bogard
Registration – on campus New Students	870-543-5857 870-850-8605	bdunn@seark.edu rbasden@seark.edu	Admissions j/ Student Services – CHN – B. Dunn or R. Basden

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Registration – on campus Returning Students	870-543-5958 870-543-5955 Fax – 870-543-5956	cmouton@seark.edu pking@seark.edu	Data Entry / Student Services – CHN – any staff member
Registration – online WebAdvisor Returning Students	870-543-5998	http://www.seark.edu click on <i>WebAdvisor</i> link under “other” on right hand side of page or http://www.seark.edu/webadvisor/webadvisor.php wedadvisor@seark.edu	Information Services – AB – Sam Domineck
SEARK College e-mail for students	870-850-8411	http://www.seark.edu click on <i>student email</i> link under “other” on right hand side of page or http://www.seark.edu/webadvisor/student_email.php email_helpdesk@seark.edu	Information Technology – Larry Bowman
Student Accounts & payments	870-543-5953	Paymentplan@seark.edu	Cashier – BSB – any staff member
Test proctoring – off campus	870-543-5992 870-543-5936 870-543-5988 Fax 870-543-5937	library@seark.edu	Distance Learning or Library – FH – any staff member
Test proctoring – on campus	870-543-5992 870-543-5936 870-543-5988 Fax 870-543-5937	library@seark.edu	Distance Learning or Library – FH – any staff member
Testing – ACT, COMPASS, etc.	870-543-5914	kharper@seark.edu	Career Center – CHN – K. Harper

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Textbooks - local	870-535-3613	textsylesbookstore@yahoo.com	TextStyles Bookstore – Com.
Textbooks – online		http://Amazon.com http://alibris.com http://google.com	Amazon.com, Alibris or other Internet retailer - google search for textbook ISBN # or title
WebCT problems – course content	See course syllabus	Use e-mail within the course	Instructor
WebCT problems – technical	870-543-5992 870-543-5936 870-543-5988 Fax 870-543-5937	library@seark.edu	Distance Learning or Library – FH – any staff member