

Problem Solvers

When in need of ...

■ **Assistance with chapel attendance** — send an email to chapel@olivet.edu

■ **Changing a schedule (drop/add)** — go to the Office of the Registrar in Burke Administration Building

■ **Commuter, general questions** — send an email to commuters@olivet.edu

■ **Computer or technology assistance** — go to it.olivet.edu or email it@olivet.edu

■ **Disability accommodations** — send an email to Accessibility & Disability Resources, adr@olivet.edu

■ **First aid, illness** — submit health request at olivetnazarene1.sharepoint.com/sites/HealthServices. You will receive a call to set up an appointment time. Questions? Email healthservice@olivet.edu.

■ **Help with a grade problem** — contact your Professor, the Department Chair, or the Dean of College/School

■ **Individual and group counseling** — submit counseling request at olivetnazarene1.sharepoint.com/sites/CounselingServices. You will receive a call to set up an appointment time. Questions? Email counseling@olivet.edu.

■ **Information to take a directed study** — go to the Office of the Registrar in Burke Administration Building

■ **Intramural activities information** — go to the Director of Student Engagement in Perry Center or send an email to intramurals@olivet.edu

■ **Job search, résumé building or interview preparation** — contact Career Development in Miller Business Center, **815-939-5042**, careers@olivet.edu

■ **Loan to pay your school bill** — go to the Office of Financial Aid in Miller Business Center

■ **Lost and found** — go to the Perry Center Front Desk or call **815-928-5619**, go to the Ludwig Information Desk, or call **815-939-5203**

■ **Making suggestions or have a question regarding food services** — contact the General Manager for Sodexo Dining Services, **815-928-5534**

■ **Making suggestions or have a question regarding residence halls** — go to your Resident Director or send an email to studentdevelopment@olivet.edu

■ **Medical emergency** — dial **911** from any campus phone and then call ONU Public Safety at **815-939-5265**

■ **Paying an ONU bill** — go to the Office of Student Accounts in Miller Business Center

■ **Perry Center and Recreation Services** — send an email to recreation@olivet.edu

■ **Posting a flyer** — contact the Building Director

■ **Reporting lost/stolen property, starting car, keys locked in vehicle** — go to the Office of Public Safety in Ludwig Center or call **815-939-5265**

■ **Research for an assignment/paper** — go to the Info Desk in Benner Library or call **815-939-5355**

■ **Scheduling an event/meeting** — go to the Perry Center, second floor

■ **Spiritual guidance** — go to the Office of Spiritual Development in Ludwig Center or call **815-939-5236**

■ **Student activities and clubs** — send an email to clubs@olivet.edu or life@olivet.edu

■ **Student employment** — go to the Office of Student Employment in Miller Business Center or call **815-928-5508** or email studentemployment@olivet.edu

■ **Student event/meeting request** — send an email to requestforms@olivet.edu or life@olivet.edu

■ **Student ministries** — go to the Office of Spiritual Development in Ludwig Center or call **815-928-5692**

■ **Tiger Dollars** — go to the Cashier's window in Miller Business Center or call **815-939-5245**

■ **Title IX information and resources** — go to the Office of Human Resources in Miller Business Center, call **815-939-5240** or send an email to titleix@olivet.edu

■ **Tutoring** — contact Academic Support, 2nd Floor, Benner academicsupport@olivet.edu

■ **Writing support** — contact The Writing Center, 2nd Floor, Benner writingcenter@olivet.edu

How to “get the word”

SOCIAL MEDIA

Find **Life at Olivet** on Facebook, Instagram and TikTok. We will keep you updated on campus events, post photo albums, highlight videos and more. Add your voice to the conversation using the **#lifeatolivet** hashtag!

PORTAL

From news and announcements to important links for your classes and various accounts, check out **my.olivet.edu** to find what you need.

SHINE.FM NETWORK

Shine.FM/WONU broadcasts contemporary Christian music as well as other programs of interest to ONU, Northeast Illinois, Northwest and Central Indiana, and Southwest Michigan. Shine.FM is on the air 24 hours a day at 89.7 FM, the Shine.FM app and online at Shine.FM.



FLYERS AND BANNERS

To get permission for posting, see:

- **Athletics** — Athletics administrative assistant
- **Benner Library** — Info Desk
- **Birchard Gymnasium** — Director of Athletics
- **Burke Administration** — Office of the Registrar
- **Larsen Fine Arts Center** — School of Music office
- **Ludwig Center** — Student Development office
- **Miller Business Center** — Director of Human Resources
- **Reed Hall of Science** — Administrative assistant, Reed Administrative office
- **Residence Halls** — Student Development office
- **Perry Student Life and Recreation Center** — Second floor office staff
- **Weber Center** — Administrative assistant, School of Business
- **Wisner Hall of Nursing** — Administrative assistant, Department of Nursing

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