

Availability of Employees for Information Dissemination Purposes

The university is required to designate an employee or group of employees to assist enrolled or prospective students in obtaining all of the information specified below. If the University has designated one person for an area of responsibility, that person shall be available, upon reasonable notice, to any enrolled or prospective student throughout the normal administrative working hours listed. If more than one person, often an entire office, is designated, their combined work schedules have been arranged so that at least one of them is available, upon reasonable notice, throughout the normal administrative working hours listed.

Availability of Employees for Information Dissemination Purposes:

- Institutional and federal financial aid information – [Office of Financial Aid](#) – (412) 397-6250
- Employee Information – [Human Resources](#) – (412) 397-6273
- Accreditation, Approval and Licensure of Institution and Programs – [Office of the Provost](#) – (412) 397-6226
- Students with Disability – [Center for Student Success](#) - (412) 397-6884
- Gainful Employment Information - [Office of Financial Aid](#) – (412)397-6250
- Campus Crime and Safety – [University Police](#) – (412) 397-2424
- Admissions/Readmissions – [Admissions Office](#) – (800)762-0097
- Graduation/ Retention Rates – [Institutional Research](#) – (412) 397-5443
- Health Record Requirements – [Office of Student Life](#) – (412)397-6483
- International Students – [Center for Global Engagement](#) – (412)397-6893

Entire offices, as indicated above, are designated for each item listed. Combined work schedules have been arranged so that at least one person is available, upon reasonable notice, throughout the normal administrative working hours listed.