

# Contacts at UNT

*Need to get in contact? The Contacts section provides a list of contact information for the schools and colleges, admissions offices, and other offices that you might need to get in touch with. You will find contact information for the housing office, Office of Disability Accommodation, the Career Center, Counseling and Testing Services, Student Health and Wellness Center, and Student Financial Aid and Scholarships—just to name a few.*

## General University Number

Switchboard 940-565-2000

## University Metro Number

Switchboard 940-267-3731

## General University Internet Address

[www.unt.edu](http://www.unt.edu)

## Online Catalogs, Schedules of Classes and Academic Calendar

[www.unt.edu/catalog](http://www.unt.edu/catalog)

## Web Registration

[my.unt.edu](http://my.unt.edu)

## Campus Tour Information

940-565-4104

Web site: [www.unt.edu/visit-unt.htm](http://www.unt.edu/visit-unt.htm)

Virtual tour: [www.unt.edu/virtualtour](http://www.unt.edu/virtualtour)

## Admissions Offices

### Office of Admissions (Undergraduate)

Eagle Student Services Center, Room 305

Mailing address:

1155 Union Circle #311277

Denton, TX 76203-5017

940-565-2681

800-868-8211

Fax: 940-565-2408

Ask UNT (web site): [www.unt.edu/AskUNT](http://www.unt.edu/AskUNT)

*Admission information, applications and status reports for **new** undergraduate students (U.S. citizens and permanent resident aliens).*

### Robert B. Toulouse School of Graduate Studies

#### Graduate Admissions and Graduate Student Services

Eagle Student Services Center, Room 354

Mailing address:

1155 Union Circle #305459

Denton, TX 76203-5017

940-565-2636

888-UNT-GRAD (868-4723)

Fax: 940-565-2141

E-mail: [gradschool@unt.edu](mailto:gradschool@unt.edu)

Web site: [www.gradschool.unt.edu](http://www.gradschool.unt.edu)

*Admission information, application and status for **new** and **former** graduate students (U.S. citizens and permanent residents).*

## Schools and Colleges

The academic dean's office of each college or school handles academic counseling, degree audits, graduation evaluation, adds/drops, concurrent enrollment, incompletes and overloads. All individuals holding a bachelor's degree should consult with the dean of the Robert B. Toulouse School of Graduate Studies. Additional services are indicated below.

### Honors College

Main Departmental Office  
Chilton Hall, Room 211

Mailing address:

1155 Union Circle #310529

Denton, TX 76203-5017

940-565-3305

Fax: 940-369-7370

### College of Arts and Sciences

Dean's Office for Undergraduates and Student Advising  
General Academic Building, Room 220

Mailing address:

1155 Union Circle #305189

Denton, TX 76203-5017

940-565-2051

Fax: 940-565-4529

Web site: [www.cas.unt.edu](http://www.cas.unt.edu)

*This office also advises students who have not declared a major.*

### College of Business

Office of Academic Advising and Student Services  
Business Building, Room 123

Mailing address:

1155 Union Circle #311160

Denton, TX 76203-5017

940-565-2110

Fax: 940-565-4640

Web site: [www.cob.unt.edu](http://www.cob.unt.edu)

### College of Education

Student Advising Office  
Matthews Hall, Room 105

Mailing address:

1155 Union Circle #311337

Denton, TX 76203-5017

940-565-2736

Fax: 940-565-2728

Web site: [www.coe.unt.edu/SAO](http://www.coe.unt.edu/SAO)

*The office handles admission to teacher education; teacher certification; degree audit advising; information and assistance with THEA; undergraduate registration and schedule changes; graduation checks; administration of department competency tests; state teacher certification test permission.*

**College of Engineering**

Office of the Dean  
Discovery Park, Room A140  
Mailing address:  
1155 Union Circle #310440  
Denton, TX 76203-5017  
940-565-4300  
Advising: 940-565-4201  
Web site: [www.eng.unt.edu](http://www.eng.unt.edu)

**College of Information**

Office of the Dean  
Discovery Park, Room E290  
Mailing address:  
1155 Union Circle #311068  
Denton, TX 76203-5017  
940-565-2445  
Fax: 940-565-3101  
E-mail: [slis@unt.edu](mailto:slis@unt.edu)  
Web site: [www.unt.edu/slis](http://www.unt.edu/slis)

*For degree audits and graduation applications, students should see the undergraduate advisor.*

**Frank W. and Sue Mayborn School of Journalism**

Office of the Dean  
General Academic Building, Room 102  
Mailing address:  
1155 Union Circle #311460  
Denton, TX 76203-5017  
940-565-2205  
Fax: 940-565-2370  
Web site: [www.jour.unt.edu](http://www.jour.unt.edu)

**School of Merchandising and Hospitality Management**

Office of the Dean  
Chilton Hall, Room 331  
Mailing address:  
1155 Union Circle #311100  
Denton, TX 76203-5017  
940-565-2436  
Fax: 940-565-4348  
Web site: [www.smhm.unt.edu](http://www.smhm.unt.edu)

*Reservations for The Club at Gateway Center student-operated restaurant may be made by calling 940-565-4144.*

**College of Music**

Office of the Dean  
Music Building, Room 247  
Mailing address:  
1155 Union Circle #311367  
Denton, TX 76203-5017  
940-565-2791  
Fax: 940-565-2002  
Web site: [www.music.unt.edu](http://www.music.unt.edu)

*In addition to the above, the college handles instrument, locker and practice room rentals.*

**College of Public Affairs and Community Service**

Office of Student Services  
Chilton Hall, Room 289  
Mailing address:  
1155 Union Circle #305248  
Denton, TX 76203-5017  
940-565-4664  
Fax: 940-565-2352  
Web site: [www.pacs.unt.edu](http://www.pacs.unt.edu)

**College of Visual Arts and Design**

Office of Student Services  
Art Building, Room 111  
Mailing address:  
1155 Union Circle #305100  
Denton, TX 76203-5017  
940-565-2216  
Fax: 940-565-4717  
E-mail: [info@art.unt.edu](mailto:info@art.unt.edu)  
Web site: [www.art.unt.edu](http://www.art.unt.edu)

**Robert B. Toulouse School of Graduate Studies**

Office of the Dean  
Eagle Student Services Center, Room 354  
Mailing address:  
1155 Union Circle #305459  
Denton, TX 76203-5017  
940-565-2383  
Fax: 940-565-2141  
Web site: [www.gradschool.unt.edu](http://www.gradschool.unt.edu)

*Information regarding graduate admission, general policies, regulations and degree requirements; GRE and GMAT score recording; final approval of graduate degree audits.*

## General Offices

### Academic Readiness

Stovall Hall, Room 117

Mailing address:

1155 Union Circle #305217

Denton, TX 76203-5017

940-565-4403

Fax: 940-565-4324

*Advising, placement, support and assessment for students enrolled in developmental education to meet Texas Success Initiative requirements. Provides general support for campus undergraduate retention efforts.*

### The Career Center

Chestnut Hall, Room 103

Mailing address:

1155 Union Circle #310859

Denton, TX 76203-5017

940-565-2105

Fax: 940-565-4376

Web site: [careercenter.unt.edu](http://careercenter.unt.edu)

*Student Employment: Part-time employment listings for on and off campus; job fairs and camp days; customer service training; supervisor conflict assistance. Career Services: Career and job search resources; job announcements; online job listings; transmission of online resumes to potential employers; job search advising; on-campus interviews with employer representatives.*

### Cooperative Education and Internships

Marquis Hall, Room 208

Mailing address:

1155 Union Circle #311305

Denton, TX 76203-5017

940-565-2861

Fax: 940-565-4995

Web site: [coop.unt.edu](http://coop.unt.edu)

*Student placement in supervised work situations related to fields of study.*

### Counseling and Testing Services

Chestnut Hall, Room 311

Mailing address:

1155 Union Circle #310968

Denton, TX 76203-5017

940-565-2741

Computer Based Testing

Gateway Center, Room 140

940-369-7617

*Individual and group counseling for career, emotional and personal concerns; interest, aptitude and personality testing; computer-based testing site for GRE, TOEFL and CLEP, plus information and applications for most national admissions tests.*

### Dean of Students Office

University Union, Suite 320

Mailing address:

1155 Union Circle #305069

Denton, TX 76203-5017

940-565-2648

Web site: [www.dos.unt.edu](http://www.dos.unt.edu)

*General information; non-academic and personal assistance; policy interpretation; social adjustment problems; assistance for Greek Life, Traditions, commuter and non-traditional student services; student activities; and registered organizations information.*

### Office of Disability Accommodation

University Union, Suite 321

Mailing address:

1155 Union Circle #310770

Denton, TX 76203-5017

940-565-4323

TDD access: 940-565-2958 or 940-369-8652

*Assistance with provision of auxiliary academic aids for students who request reasonable accommodations under the Americans with Disabilities Act (ADA) and Rehabilitation Act of 1973.*

### Institutional Equity and Diversity

Hurley Administration Building, Room 210

Mailing address:

1155 Union Circle #310937

Denton, TX 76203-5017

940-565-2456

Fax: 940-369-7577

### Housing Office

Crumley Hall, West Wing

Mailing address:

1155 Union Circle #311310

Denton, TX 76203-5017

940-565-2610

Fax: 940-369-8764

Web site: [www.unt.edu/housing](http://www.unt.edu/housing)

*Residence hall contracts, payments, room assignments and problems; residence hall disciplinary action and appeals.*

**UNT-International**

Information Sciences Building, 2nd Floor  
 1155 Union Circle #311067  
 Denton, TX 76203-5017  
 940-565-2197  
 Fax: 940-565-4822  
 E-mail: international@unt.edu  
 Web site: [www.international.unt.edu](http://www.international.unt.edu)

*UNT-International encourages UNT students and faculty in international education. Provides services to all students, citizens of the U.S. and of other countries, who wish to include an international experience in their education; assists UNT administration, faculty, colleges and departments in the development of international education activities and programs on and off campus; directs and supports activity of six constituent units: Intensive English Language Institute, International Admissions, International Advising, International Welcome Center, Sponsored and Special Programs Center, and Study Abroad Center.*

**Intensive English Language Institute**

Information Sciences Building, 2nd Floor  
 Mailing address:  
 1155 Union Circle #311067  
 Denton, TX 76203-5017  
 940-565-2003  
 Fax: 940-565-4822  
 E-mail: [eva@isp.admin.unt.edu](mailto:eva@isp.admin.unt.edu)  
 Web site: [www.international.unt.edu/ieli](http://www.international.unt.edu/ieli)

*The IELI provides English instruction to students whose first language is not English: beginning to advanced levels. Small classes focus on writing and communication skills, academic skills, research methods and western style critical thinking modes. Practical, efficient and up-to-date instruction is enhanced through a specialized ESL instructional computer lab.*

**International Admissions**

Information Sciences Building, 2nd Floor  
 Mailing address:  
 1155 Union Circle #311067  
 Denton, TX 76203-5017  
 940-565-2442  
 Fax: 940-565-4822  
 E-mail: international@unt.edu  
 Web site: [www.international.unt.edu/admissions](http://www.international.unt.edu/admissions)

*The admissions office provides application, admission and status information and advice to new and former undergraduate, graduate and Intensive English Language Institute students.*

**International Advising**

Information Sciences Building, 2nd Floor  
 Mailing address:  
 1155 Union Circle #311067  
 Denton, TX 76203-5017  
 940-565-2195  
 Fax: 940-565-4822  
 E-mail: [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)  
 Web site: [www.international.unt.edu/advising](http://www.international.unt.edu/advising)

*The Advising office provides immigration information to undergraduate, graduate and Intensive English Language Institute students, UNT faculty and scholars.*

**International Welcome Center**

Information Sciences Building, 2nd Floor  
 Mailing address:  
 1155 Union Circle #311067  
 Denton, TX 76203-5017  
 940-369-8625  
 Fax: 940-565-4822  
 E-mail: international@unt.edu  
 Web site: [www.international.unt.edu/welcome](http://www.international.unt.edu/welcome)

*The International Welcome Center provides campus, community and general information, personal assistance, non-academic counseling and support for student activities to all new and continuing international students, scholars, and alumni. The IWC organizes continuing orientation programs, activities, and universitywide events such as the Celebration of World Cultures.*

**National Student Exchange**

Honors College  
 Chilton Hall, Room 211  
 Mailing address:  
 1155 Union Circle #310529  
 Denton, TX 76203-5017  
 940-565-3305  
 Fax: 940-369-7370

*The Honors College serves as home to the National Student Exchange.*

**Registrar's Office**

Eagle Student Services Center, Rooms 147 and 209  
 Mailing address:  
 1155 Union Circle #311400  
 Denton, TX 76203-5017  
 940-565-2111  
 Fax: 940-565-4463  
 Web site: [www.unt.edu/registrar](http://www.unt.edu/registrar)

*Registration; transcripts; grade reports; academic status information; residency determination for continuing and former students; military waivers; enrollment verification/certification; services for veterans; notary service; and athletic eligibility and graduation.*

**Sponsored and Special Programs Center**

Information Sciences Building, 2nd Floor

Mailing address:

1155 Union Circle #305430

Denton, TX 76203-5017

940-565-2196

Fax: 940-369-7342

E-mail: [aleka@unt.edu](mailto:aleka@unt.edu)Web site: [www.international.unt.edu/sspc](http://www.international.unt.edu/sspc)

*The SSPC tailors programs for UNT and IELI international students sponsored by governments, agencies, businesses, other universities; provides special orientations and personal and academic counseling; reports academic progress to sponsors; and provides direct invoicing for tuition/fees.*

**Study Abroad Center**

Information Sciences Building, 2nd Floor

Mailing address:

1155 Union Circle #311067

Denton, TX 76203-5017

940-565-2207

Fax: 940-565-4822

E-mail: [marybeth@unt.edu](mailto:marybeth@unt.edu)Web site: [www.international.unt.edu/sac](http://www.international.unt.edu/sac)

*The SAC provides individual advising on study abroad opportunities to students and faculty; provides information on summer, semester and year long programs; facilitates international credit transfer; hosts students from other universities; organizes information/orientation for study, travel, work, and volunteer abroad programs and national grants for international study; and provides international ID card and traveler's insurance information to traveling faculty, staff and students.*

**Student Accounting and University Cashiering Services**

Eagle Student Services Center, Room 105

Mailing address:

1155 Union Circle #310620

Denton, TX 76203-5017

940-565-3225

Fax: 940-565-3877

Online assistance: [unt.custhelp.com](http://unt.custhelp.com)Web site: [www.unt.edu/tuition](http://www.unt.edu/tuition)Payments: [my.unt.edu](http://my.unt.edu)

*Information and assistance regarding tuition and fee charges, waivers, installment payment of tuition and special fees; refunds; returned checks; identification cards.*

**Student Financial Aid and Scholarships**

Eagle Student Services Center, Rooms 134 and 228

Mailing address:

1155 Union Circle #311370

Denton, TX 76203-5017

940-565-2302

Administrative Staff: 940-565-3901 or 940-565-3902

Fax: 940-565-2738

Web site: [www.unt.edu/finaid](http://www.unt.edu/finaid)**Student Government Association**

University Union, Suite 320 S

Mailing address:

1155 Union Circle #305069

Denton, TX 76203-5017

940-565-3850

Web site: [www.unt.edu/sga](http://www.unt.edu/sga)

*Student government; student, faculty and staff directory; Raupe Travel Grants; Eagle's Nest; Freshman Intern Program.*

**Student Health and Wellness Center**

Chestnut Hall, Second Floor

Mailing address:

1155 Union Circle #305160

Denton, TX 76203-5017

940-565-2333

Fax: 940-565-4559

Web site: [www.healthcenter.unt.edu](http://www.healthcenter.unt.edu)**Appointment hours, fall and spring semesters:**

*Monday through Thursday, 8 a.m. to 11:30 a.m. and 1 p.m. to 5:15 p.m.; Friday, 9:15 a.m. to 11:30 a.m. and 1 p.m. to 5:15 p.m.*

**Appointment hours, summer terms:** *Monday through Thursday, 8 a.m. to 11:30 a.m. and 1 p.m. to 4:30 p.m.; Friday, 9:15 a.m. to 11:30 a.m. and 1 p.m. to 4:30 p.m.*

**Saturday walk-in clinic (fall and spring semesters only):** *9 a.m. to 12:30 p.m.*

**Nurse visit hours:** *Monday through Thursday, 8 a.m. to 11:15 a.m. and 1 p.m. to 4:30 p.m.; Friday, 9:30 a.m. to 11:15 a.m. and 1 p.m. to 4:30 p.m.*

**Allergy clinic hours:** *Monday through Thursday, 8 a.m. to 11:15 a.m. and 2 p.m. to 4 p.m.; Friday, 9:30 a.m. to 11:15 a.m. and 2 p.m. to 4 p.m.*

*Pharmacy located on first floor of Chestnut Hall. A full service lab is available to assist the providers in their diagnosis of patients.*

**Student Legal Services**

University Union, Room 322AA

Mailing address:

1155 Union Circle #305058

Denton, TX 76203-5017

940-565-2614

Fax: 940-369-7251

Web site: [www.unt.edu/legal](http://www.unt.edu/legal)

*Legal advice (landlord/tenant, consumer, debt and credit, etc.) for currently enrolled students.*

**University Police, Parking and Transportation Department**

Sullivant Public Safety Center

1700 Wilshire

Mailing address:

Denton, TX 76201-6572

Police Department: 940-565-3000

Fax: 940-369-8788

Parking Services: 940-565-3020

Transportation Services: 940-565-4989

Visitor Information: 940-565-3016

*Police protection on a routine and emergency basis; crime prevention program; campus escort service; shuttle bus service; motorist assistance; emergency phone system.*

**Volunteer Center**

University Union, Suite 324

Mailing address:

1155 Union Circle #305069

Denton, TX 76203-5017

Phone: 940-565-3021

Fax: 940-369-8371

Web site: [www.dos.unt.edu](http://www.dos.unt.edu)

**Women's Center**

University Union, Suite 216B

Mailing address:

1155 Union Circle #305187

Denton, TX 76203-5017

Phone: 940-565-3527

Fax: 940-369-7262

**University of North Texas Dallas Campus**

**(UNT System Center at Dallas)**

7300 Houston School Road

Dallas, TX 75241

972-780-3600

(\*3600 dialing from the Denton campus)

Fax: 972-780-3636

(\*3636 dialing from the Denton campus)

**General University Internet Address**

[www.unt.edu/dallas](http://www.unt.edu/dallas)

E-mail: [untdallas@unt.edu](mailto:untdallas@unt.edu)