**Student Support Services**
Please see below for information on how to access these services. No services are available onsite because campuses are closed beginning at midnight on Monday, March 16.

**Admissions**
Email: admissions@lccc.edu  
Phone: 610-799-1575  
Call or email to discuss LCCC application and enrollment steps. Face-to-face appointments are being switched to video or phone conferencing. All campus tours, events and functions have been postponed until further notice.

**Advising**
Email: adviseme@lccc.edu  
Phone: 610-799-1137  
The Academic Advising Services staff strives to provide and connect students with the resources needed to be successful in their education. Students who are experiencing academic difficulty are encouraged to speak with an advisor.

**Bookstore**  
[https://www.bkstr.com/lehighcarbonccstore/home](https://www.bkstr.com/lehighcarbonccstore/home)  
Free online shipping, access to eBooks at no additional charge using your .edu email address. Free shipping on rental returns and deadline extensions. Click the COVID-19 message on the home page of the campus store website. (Click on “More” in the green bar at the top.)

**Business Office**
Staff available 8 a.m.-6 p.m., Monday through Thursday; and 8 a.m.-5 p.m., Friday  
Email: bursar1@mymail.lccc.edu  
Phone: 610-799-1592  
Students can make a payment in their LCCC Portal. Once they log into their portal, connect to Bannerweb, Student, ACH/Credit Card/Payment Plan then enter the Touchnet Suite to make a payment.

**Career Development**
Staff available 8:30 a.m.- 5 p.m., Monday through Friday  
Email: Careerservices@lccc.edu  
Phone: 610-799-1090  
Students and Alumni - Job search assistance, resume and cover letter reviews, interview preparation and practice including mock interviews, Internship assistance and support, ePortfolio assistance, career exploration assistance  
Students and alumni can upload their documents to the Cougar CLAW at [https://lccc-csm.symplicity.com/students](https://lccc-csm.symplicity.com/students)

**Counseling Center and Services**
Email: counselingcenter@lccc.edu  
Phone: 610-799-1895 (leave a message and include your L number)  
Providing appointments by phone. Our counselors have the training and experience to walk with you through some of the challenging transitions that occur during college.
Disability Support Services
Email: dss@lccc.edu to make an appointment
Phone: 610-799-1156.
Or contact individual learning specialists.

Early Learning Center
Staff available 8:30a.m.-5 p.m., Monday through Friday
Email: elipman@lccc.edu
Phone: 610-799-1165
ELC families can assess daily activities for their children on the LCCC Early Learning Center Facebook page.

Educational Support Services
Email: KLadley@lccc.edu
Phone: 610-799-1156
Tutoring available 24 hours a day at Smarthinking
Watch for drop-in, online sessions with LCCC tutors on the tutoring page in the LCCC portal.
Learning specialists for Instructional Support: jpolizi@lccc.edu and ycordinodavis@lccc.edu. Zoom or google hangout sessions offered with flexible scheduling.

Financial Aid
9 a.m.-6 p.m., Monday through Thursday; 12-5 p.m., Friday
Email: finaid@mymail.lccc.edu
Phone: 610-799-1133
Staff can assist students by phone, email, and can schedule phone appointments. Those who signed up for FAFSA Completion Workshops can schedule a phone appointment for assistance. Zoom will be used for screen sharing, if needed.

High School Connections
Email: Jaquila@lccc.edu, smorrison4@lccc.edu or rlutte@lccc.edu
For Dual Enrollment or Early College questions.

Information Technology Help Desk
Email: askforhelp@lccc.edu
Phone: 610-799-1861

KEYS Program
Email: tredfern@lccc.edu
Phone: 610-799-1744
KEYS is a PA Department of Human Services program designed to assist all TANF and some SNAP recipients residing in PA who plan to or are already enrolled in a PA community college.

LCCC Allentown at the Donley Center
Email: Donley@lccc.edu
Phone: 610-799-1940
**LCCC Tamaqua and Jim Thorpe**
Tamaqua: 570-668-6880
Jim Thorpe: 570-669-7010
Email: azuber2@lccc.edu

**Library**
Email: Rothrock@lccc.edu
Access ebooks at www.lccc.edu/library or Ask a Librarian

**New Student Orientation, Advising and Registration (NSOAR)**
Email: orientation@lccc.edu
Sessions are open for registration. If a student registered for a session but would prefer to change it to a later date, please email us.

**Online Learning**
Email: onlinelearning@lccc.edu
Find out about more resources for online learning
Daily live Canvas training using Zoom every weekday morning at 9:30 a.m. ET. Join at https://lccc.zoom.us/j/938218851. More information and other resources to help you make a successful transition to Online Courses in our Canvas Student Orientation Course.

**Records and Registration**
Staff available 8 a.m.-5 p.m., Monday through Friday
Email: registrar@mymail.lccc.edu
Phone: 610-799-1171
Students can register or withdraw from classes; apply for graduation or update their student records and contact information.

**Student Life**
Staff available remotely 8 am. to 5 p.m., Monday through Friday
Email: GEden@lccc.edu and studentlife@lccc.edu
Phone: 610-799-1146

**Testing Center**
Email: testingcenter@lccc.edu
Testing appointments can be made for when the college reopens at https://www.lccc.edu/academics/academic-advising/placement-testing faqs.

*Updated 3-20-2020*