

STUDENT RESOURCE – STAFF CONTACT INFORMATION

CURRENT STUDENTS – Student Services Academic Advisement:

- Counseling on enrollment options, academic progress, degree requirements, and degree audit
- Transfer credit/waivers, course and program petitions, and probation status
- Assist with registration holds, leave of absence, readmission, and course and program withdrawal
- Comprehensive exams: submission of papers and notification of exam results

<u>Academic Advisor, Education</u> (MAE, MAT, TESOL, ELA, ELAP)	<u>Academic Advisor, Education</u> (MALT, EDOL, EDLT, SEC)
Ashley Rickard 310.568.5770 West LA, Encino, Irvine, and Westlake Village Graduate campuses	Jane Tado 310.568.5738 West LA and Irvine Graduate campuses
ashley.rickard@pepperdine.edu	jane.tado@pepperdine.edu

<u>Academic Advisors, Psychology – MA & MFT Evening Format</u>	<u>PsyD Program Administrator</u>	<u>MFT – Daytime Malibu Program Administrator</u>
Tinnie Taylor 310.568.5618 West LA and Irvine Graduate campuses (MFT–Latina/o program) Marissa Spruiell 310.568.5503 West LA and Encino Graduate campuses	Cheryl Saunders 310.568.5607 West LA Graduate Campus	Andrea Lipnicki 310.506.4608 Malibu-Drescher Graduate Campus
tinnie.taylor@pepperdine.edu marissa.spruiell@pepperdine.edu	csaunder@pepperdine.edu	andrea.lipnicki@pepperdine.edu

<u>Associate Program Director</u> (ELA, ELAP, SEC, TESOL)	<u>Associate Program Director</u> (MAE, MAT)	<u>Associate Program Director</u> (MALT, EDOL, EDLT)
Kristin Bailey 310.568.2361	Maria Marion 310.568.2310	Christie Dailo 310.568.5612
kristin.bailey@pepperdine.edu	maria.marion@pepperdine.edu	cdailo@pepperdine.edu
PROGRAM SUPPORT: <ul style="list-style-type: none"> • New Student Program Introductions • Class schedule, domestic and international face-to-face sessions • Doctoral Preliminary/Final Oral Defense scheduling and dissertation forms 	PROGRAM SUPPORT: <ul style="list-style-type: none"> • New Student Program Orientations • Class schedule, face-to-face sessions • Faculty Support 	PROGRAM SUPPORT: <ul style="list-style-type: none"> • New Student Program Orientations • Class schedule, domestic and international face-to-face sessions • Doctoral Preliminary/Final Oral Defense scheduling and dissertation forms

CAREER SERVICES:

- Career planning appointments, both face-to-face and virtually
- Resume/CV and cover letter assistance
- Job search and networking strategies
- Interview preparation
- Online employment-listing site: PepPro
- Career information panels and networking fairs
- Career development webinars and online resources
- Career assessments: StrengthsFinder, MBTI, and Strong Interest Inventory

Education Programs	Psychology Programs
Yas Hardaway 310.568.5632	Brandi Donaldson 310.568.5786
yas.hardaway@pepperdine.edu	brandi.donaldson@pepperdine.edu

Career Services website: <http://gsep.pepperdine.edu/career-services/>

CREDENTIAL and MFT CERTIFICATION SUPPORT for Teaching and Administrative Credentials and MFT Program Certifications:

- Submission of student-teaching documents (TB report, CSET, etc.)
- CA teaching, administrative credential requirements, and questions
- Program certifications for MFT students

Summer O’Neal, Certification Manager

310.568.5608 summer.oneal@pepperdine.edu or credinfo@pepperdine.edu

FINANCIAL AID – 310.568.5775, gsepfaid@pepperdine.edu

IRB SUBMISSIONS – 310.568.5753, gpsirb@pepperdine.edu

STUDENT ACCOUNTS – 310.568.5588, gsepsa@pepperdine.edu

STUDENT EMPLOYMENT – 310.568.2373, gsepemp@pepperdine.edu

WRITING SUPPORT:

- Feedback on papers
- Individualized writing instruction (Skype and face-to-face)
- Webinars and face-to-face workshops
- In-class, tailored writing workshops
- ESL tutoring and instruction
- APA review for approved dissertations and dissertation support

Gina Meister 310.258.2815	Carlos Jimenez 310.568.5658
GSEP.WritingSupport@pepperdine.edu	GSEP.WritingSupport@pepperdine.edu