OFFICES ON CAMPUS

Alumni Relations Office
The Alumni Relations Office at University of Colorado Anschutz Medical Campus is the central office responsible for connecting and engaging alumni to their alma mater. The CU Anschutz alumni community is a welcoming and active network of graduates from all of the schools on campus. The alumni of CU Anschutz include graduates of the CU Child Health Associate/Physician Assistant Program, College of Nursing, Colorado School of Public Health (including graduates from the University of Northern Colorado and Colorado State University), CU Anschutz Graduate School, Physical Therapy Program, School of Dental Medicine, School of Medicine, and Skaggs School of Pharmacy and Pharmaceutical Sciences, as well as those who completed their residency, internship, or fellowship in a health science program at the University of Colorado.

The Alumni Relations Office maintains records of alumni; plans alumni events in Colorado and throughout the U.S.; coordinates alumni board meetings and activities; sponsors annual meetings; hosts class and school reunions as well as student/alumni programs; and partners with the Office of Advancement to assist with alumni giving. The Alumni Relations Office also publishes magazines, newsletters, and e-newsletters for all alumni associations of the CU Anschutz Medical Campus.

Phone: (303) 724-2518
Email: healthalumni@cuanschutz.edu
Website: https://www.cuanschutz.edu/offices/advancement/alumni (https://www.cuanschutz.edu/offices/advancement/alumni/)

Bookstore
The CU Anschutz Medical Campus Bookstore is designed to meet the needs of our busy faculty, staff, and students, providing convenient one-stop shopping. The Bookstore carries many products including:

- Medical reference titles and can special order any resource that may not be in stock, including campus authors
- Select medical equipment and supplies
- CU emblematic goods including t-shirts, sweatshirts, water bottles, stickers, and many school-specific items
- Convenience items such as greeting and gift cards, office supplies, single dose medications (aspirin, ibuprofen, cold medications, etc.) and personal hygiene items
- Scrubs and lab coats which can be embroidered with the University Seal

Location: Education 2 South, 1st Floor
Phone: 303-724-BOOK (2665)
Website: https://cuanschutz.bncollege.com

Bursar’s Office
When a student begins researching higher education institutions, tuition is often the first stop. The Bursar’s Office provides services in the areas below. Additional information can be viewed via the Financial portion of the academic catalog by clicking here (http://catalog.ucdenver.edu/cu-anschutz/financial-information/).

- Application Fee Payments
- College Opportunity Fund
- Departmental Deposit Transactions
- Tuition and Fee Payments
- Refunds and Direct Deposits
- Student Account Reconciliation
- Third-Party Billing
- Student Balance Outreach
- Past Due Tuition Collection
- Tax Offsets

Location: Education 2 North 3120
Office Hours: 8:00AM-4:00PM
Address: Bursar’s Office, Mail Stop A098, 13120 East 19th Avenue, Room 3120A, Aurora, CO 80045
Phone: 303-315-1800
Fax: 303-315-1805
Email: Bursar@ucdenver.edu
Website: https://www.cuanschutz.edu/student-finances/billing-payments (https://www.cuanschutz.edu/student-finances/billing-payments/)

Electronic Security
The University Police’s Electronic Security division is comprised of two areas: the Badging Office and Security Systems.

Security Badging Office
Access Control Badges
Access control badges provide photo and role identification, library privileges, and electronic access to locked and alarmed areas. University policy requires that students, staff, and faculty wear badges visibly (between neck and waist) while on campus. Displaying the badge lets other students know that you are a student, faculty or staff member. Temporary badges are not issued in lieu of forgotten or lost access control badges. Building/program administrators approve student access to the buildings and areas needed for their particular course of study or research, as well as to the student computer centers, study areas, and the student center and student lounges.

You are required to keep your access control badge secured and immediately report a lost or stolen badge to the Security Badging Office (4-0399) or to the police (4-4444). Policy prohibits you from lending or borrowing badges, admitting unauthorized personnel, or otherwise gaining or granting unauthorized access to campus facilities.

Do not hold/prop open card-controlled doors or other secured doors, as this will initiate alarms to the Police Department. Misuse or abuse may result in adverse administrative action or denial of card access privileges. Badges are the property of the University and must be returned prior to graduation or separation. You may not cut, bend, or punch holes in your badge, nor expose it to heat, since this will break internal wiring and disable it for access. Badges are printed on both sides so that identifiable information is always visible. Do not place cards or other materials in the badge carrier to obstruct the card information. Lost or abused cards may result in a $18 replacement charge. You do not need to display your RTD card and it should not be carried against your university access control card as misreads or denial of access may result.

Obtaining Badges
The schools’ respective administrators schedule students for badging during registration or orientation. Each student must present either a driver’s license or government-issued ID (each non-citizen must present a current and valid passport) before the badge will be issued. Please note
that the last name on the identification must match the name used to register with the University. The badging staff will ask for any academic or professional credentials you may have to add as post-nominals to your name. RTD badges will be issued at the same time at the Security Badging Office.

Using Badges for Card Access
Card readers are located adjacent to card access-controlled doors. Card readers are rectangular dark gray or black panels, which are approximately 1" in depth and 2" x 4" in height and width. To unlock a card-reader door, pass the badge slowly across the front of the card reader within a few inches of its surface. If the reader recognized that your card grants access to the door, a beep will sound and a green light will illuminate. The system then unlocks the door. If the door has a door strike, you may hear a click. You will not hear a sound for magnetic locks. At this point, you will have about five seconds to open the door manually at a hinged door or approach an automatic door. If using an automatic door opener, first present your card to the card reader and then press the door opener.

Please report malfunctions to the Electronic Security Office (4-0014), providing your name and telephone numbers, the reader at which you had difficulty, the date and time of occurrence, and whether the card reader beeped. If you are having problems with your badge, please stop at the Security Badging Office for assistance (Fitzsimons building, Room N1207). For after-hours assistance, please contact University Police (4-4444). After verifying your access privileges for after-hours access to the area, the police dispatcher will send assistance to your location.

Replacing a Badge
Replacement fee for a lost badge or damage (due to negligence) is $18. Replacement fee for RTD College Pass [for students] is $20.

The Security Badging Office accepts checks and credit cards (Visa or MasterCard).

NO REPRINT FEE FOR THE FOLLOWING
• Replacement due to a change in name, title, department, credentials or status
• Reprint due to a new/extended expiration date.

Security Badging Office:
Phone (303) 724-0399
Fax (303) 724-1352
Location: 13001 E. 17th Place, Room N1207, Mailstop F506, Aurora, CO 80045
Email: SecurityBadgeOffice@ucdenver.edu

Electronic Security Systems
The Electronic Security personnel can provide service for existing or new security equipment. The Equipment Monitoring Action Form and Requests for Security Systems Service forms are available via this website (https://www.cuanschutz.edu/police/divisions/electronic-security/security-systems/).

Video Surveillance
The University has installed cameras in key areas of the campus to monitor and record a variety of security. Generally, cameras are installed on roofs, at primary entrances and in interior spaces where security monitoring is important. Programs capture camera imagery, when involved in an alarm, to display to the police dispatchers. Cameras are not present in areas where there is an expectation of privacy.

Electronic Security Division:
Phone (303) 724-0014
Fax (303) 724-0718
Location: 13309 E. 17th Place, Mailstop F409, Aurora, CO 80045

Financial Aid & Scholarships Office
While the world of financial aid can seem intimidating, if you break it down and put in the work, making financial aid work for you will be the first step toward opening a door to your future. The Financial Aid and Scholarships Offices provides services in the areas below. Additional information can be viewed via the Financial portion of the academic catalog by clicking here (http://catalog.ucdenver.edu/cu-anschutz/financial-information/).

• How to apply for financial aid
• Free Application for Federal Student Aid (FAFSA) - http://www.fafsa.gov/
• Work-study and student employment opportunities
• Grant and student loan information
• Special circumstances, academic progress or financial hardship appeals
• Scholarships Information

Location: Education 2 North, Student Services Suite (3rd Floor)
Address: Financial Aid & Scholarships Office, Mail Stop A088, Education 2 North, 13120 E. 19th Avenue, Aurora, CO 80045
Phone: 303-724-8039
Email: FinAid@CUAnschutz.edu

Health Insurance for Students
The University of Colorado Denver | Anschutz Medical Campus is pleased to offer both health insurance and dental insurance to our students. For inquiries about the insurance plans offered at CU Anschutz or waiver requirements, please contact the Office of Student Health Insurance at studentinsurance@cuanschutz.edu or call 303-837-2127. Additional information is available online (https://www.cuanschutz.edu/student-health-wellness/student-health-insurance/).

HEALTH INSURANCE
All CU Anschutz Medical Campus students enrolled in a degree-seeking program and financial aid eligible certificate programs taking 1 or more credit hours are automatically enrolled into the student health insurance plan unless a waiver is submitted and approved by the stated deadline each semester.

Students who wish to waive the coverage must do so each semester by providing proof of comparable coverage that meets all waiver requirements within the published time frame.

International students on a J-1 visa, please contact the Office of International Student & Scholar Services (ISSS) for additional visa based requirements.

DENTAL INSURANCE
University of Colorado Anschutz student dental insurance is included with the medical coverage offered by Anthem Student Advantage, billed as one fee each semester. Students enrolled in a Regent-approved stipend PhD Graduate School program on the CU Anschutz
Medical Campus are automatically enrolled in student coverage, which includes dental. A list of current programs automatically enrolled is available here (https://www.cuanschutz.edu/student/health-wellness/student-health-insurance/dental/).

**International Student and Scholar Services (ISSS)**

From pre-departure to orientation, ISSS provides immigration and advising services for F-1 or J-1 student visas, J-1 exchange scholar visas, H-1B temporary worker visas, lawful permanent resident visas, and LPR-employment-based visas. ISSS also provides checklists for students’ pre-arrival organization and planning, and a comprehensive international student orientation before classes start. Please see Academic Services and Student Support (http://catalog.ucdenver.edu/cu-anschutz/academic-services-student-support/) in this catalog for more information, or visit ISSS online via their website (https://www.ucdenver.edu/services/international-student-and-scholar-services/).

Address: 13001 East 17th Place; Fitzsimons Building, Suite C8000D; Aurora, CO 80045
Phone: 303-315-2230
Email: isss@ucdenver.edu

**LGBTQ+ Hub**

The mission of the LGBTQ+ Hub is to create and maintain an inclusive campus environment for LGBTQ+ and allied students, faculty, staff, patients and visitors on campus and within the Aurora community by:

- Promoting visibility, awareness and a sense of community;
- Connecting LGBTQ+ students, faculty and staff with peer-to-peer support and community resources;
- Providing education about the LGBTQ+ community;
- Establishing a repository for LGBTQ+ health research and competent patient care;
- Advocating for LGBTQ+ interests, including recruitment and retention; and
- Creating intentional partnerships to provide direct services to LGBTQ+ people on campus and in the Aurora community.

The LGBTQ+ Hub is envisioned as a one-stop shop that can achieve a campus and Aurora community culture where LGBTQ+ people are highly visible, are fully included and integrated in leadership, day-to-day living, communication and dialogue, and where vibrant partnerships exist between the LGBTQ+ Hub and the campus and Aurora communities at-large.

Additional information on the LGBTQ+ Hub, including Core Beliefs, Guiding Principles, and Values, and programs and services supported are available online (https://www.cuanschutz.edu/offices/diversity-equity-inclusion/community/programs-and-initiatives/lgbtq-hub/).

Location: Education 2 North, Room 2101 (shared with the Oasis Space)
- Open Mondays, Wednesdays, and Fridays (Zoom available on Tuesdays and Thursdays)

Email: lgbtqhub@cuanschutz.edu

**Office for Educational Outreach and Pathway Initiatives**

The Office of Educational Outreach and Pathway Initiatives works to promote and support a diverse community that acknowledges values, fosters, and benefits from the unique qualities, rich histories, and wide variety of cultural values and beliefs that mirror and fulfill the University of Colorado Anschutz Medical Campus mission of education, healthcare, research, and community service.

The mission of Office for Educational Outreach and Pathway Initiatives is to provide sustained, comprehensive programs across all educational levels to promote access and increase numbers of underrepresented populations in healthcare, STEAM (science, technology, engineering, arts, and mathematics) and research professions.

The vision of the Office of Educational Outreach and Pathway Initiatives is to increase numbers of underrepresented populations in healthcare, STEM and research. We also will contribute to a future generation of professionals who aspire to reduce disparities among underserved communities.

Values:

- A holistic approach to student engagement
- Addressing health inequities
- Improving cultural sensitivities and responsiveness
- Foster a welcoming, inclusive environment for the campus community
- Providing mentorship and leadership opportunities through networking and community involvement.
- Promoting excellence and innovation
- Bridging underrepresented populations through the P-20 spectrum to healthcare, STEAM and research disciplines.
- Infusing empowerment by increasing social capital.

Location: Education 2 North, Room 5223
Phone: (303) 724-8003
Email: oio@cuanschutz.edu
Website: https://www.cuanschutz.edu/offices/inclusion-and-outreach (https://www.cuanschutz.edu/offices/inclusion-and-outreach/)

**Office of Disability, Access, & Inclusion**

The Office of Disability, Access, & Inclusion recognizes, welcomes, and celebrates disability as an integral part of a diverse health professions campus and workforce. To facilitate inclusion, we partner with students and programs to identify opportunities to create and promote meaningful access. The Office of Disability, Access, & Inclusion welcomes qualified students with disabilities (e.g. psychological, learning, chronic health, sensory, or physical) and is committed to providing equitable access to our programs. Students who meet the technical and admission standards of our programs (with or without accommodations) partner with our office to establish access by identifying and removing barriers related to their disability.

**Core Functions of the Office of Disability, Access, & Inclusion**

- Partner with students and programs to ensure an accessible and inclusive experiences
- Coordinate, implement, and support individual and programmatic access through accommodation and education
- Serve as a resource to students/faculty/staff to facilitate and nurture an accessible and inclusive learning and training environment

Location: Strauss Health Sciences Library
Phone: (303) 724-5640
Address: 12950 East Montview Boulevard, V23-1409, Aurora, CO 80045
Email: disabilityaccess@cuanschutz.edu
Office of Diversity, Equity, Inclusion and Community Engagement

The Office of Diversity, Equity, Inclusion and Community Engagement was established in July 2020, and is implementing best practices as it relates to diversity, equity and inclusion for students, staff, faculty and visitors on campus, and will maintain and develop mutually beneficial partnerships with the community.

- **Mission:** We are committed to transforming and advancing policies, programs and practices that address social injustices and health disparities alongside the communities we serve.
- **Vision:** We aspire to build a medical campus community that thrives on diversity, equity, inclusion and community engagement; strives to eliminate social injustices and health disparities through measurable commitments, strategic, systemic and sustainable systems of accountability; and demonstrates trust and respect for ALL through inclusive practices and policies.

As a world-class medical destination at the forefront of transformative education, science, medicine and health care, we will combine efforts and leverage all of the campus missions to attain our goal. This includes expanding on the endeavors of the former Community-Campus Partnership program and strengthening the collaboration with our hospital partners.

Location: Fitzsimons Building
Address: 13001 East 17th Place, Suite C8000A, Aurora, CO 80045
Phone: 303-315-2001
Email: study.abroad@ucdenver.edu
Website: https://www.ucdenver.edu/students/study-abroad

Office of Information Technology (OIT)

The Office of Information Technology (OIT) works in partnership with academic and business units to provide technical support to meet the needs of students, faculty and staff at the CU Anschutz Medical Campus. OIT serves as the primary source of campuswide technology services and Technology Tools and Services, along with a host of other information.

Location: Education 2 North, 5th Floor
Address: 13120 East 19th Avenue, Aurora, CO 80045
Phone: (303) 724-HELP (4357)
Website: https://www.cuanschutz.edu/offices/office-of-information-technology/
• Registration/Enrollment (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/registration/)
• Name changes for current/former students
• Record changes (SSN, DOB, gender, etc.)
• Tuition Classification (http://catalog.ucdenver.edu/cu-anschutz/financial-information/residency-tuition-classification-accountable-students/) (i.e. In-State vs. Out-Of-State Residency)
• Obtaining official transcripts (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/student-records-transcripts/)
• Diplomas (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/student-records-transcripts/)
• Education/degree verifications (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/student-records-transcripts/)
• In-School Deferment requests
• Enrollment Verifications (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/student-records-transcripts/)
• Family Educational and Privacy Rights Act of 1974 (FERPA) (http://catalog.ucdenver.edu/cu-anschutz/university-policies/)
• Application for graduation (http://catalog.ucdenver.edu/cu-anschutz/academic-standards-policies/student-records-transcripts/) (via student portal)
• Leave of Absence/Withdrawal

Location: Education 2 North (3rd Floor), Student Services Suite
Address: 13120 East 19th Avenue, Campus Box A054, Aurora, CO 80045
Phone: 303-724-8000
Fax: 303-724-8060
Email: Registrar@CUAnschutz.edu
Website: www.cuanschutz.edu/registrar (https://www.cuanschutz.edu/registrar/)

Ombuds Office
The Ombuds Office acts as a no-barrier, first-stop for students, faculty and staff seeking guidance, information and insight from a trusted advisor who is:

• CONFIDENTIAL We will protect your identity and the information you share and are not compelled to share details of any conversation with the University. Our only exception is imminent harm to self or to others.
• INDEPENDENT We are not affiliated with any other office or department at the University, but exist to present solutions and guidance that is independent of external and internal forces.
• IMPARTIAL We do not take sides, but work to address issues in a way that allows everyone involved in a dispute to be treated fairly and in good faith.
• INFORMAL Visiting us doesn’t trigger a formal course of action often typical of HR or legal processes. Engaging an Ombuds is always "off the record".
• VOLUNTARY No one can be prohibited from visiting the Ombuds Office, nor can anyone be compelled to use our services.

Location: Fitzsimons Building, Room 7005C, 13001 East 17th Place, Mail Stop C217, Aurora, CO 80045
Phone: 303-724-2950
Website: https://www.ucdenver.edu/offices/ombudsoffice (https://www.ucdenver.edu/offices/ombudsoffice/)

Police Department
The University of Colorado Denver | Anschutz Medical Campus Police Department is an agency with full police authority providing public safety services to our campus community 24 hours a day, 7 days a week, each day of the year. The police department is made up of 65 employees dedicated to providing quality service to our campus.

Our 29 full-time law enforcement officers respond to and investigate reports of criminal acts and emergencies on the CU Anschutz Medical Campus. These officers are Colorado P.O.S.T. certified and hold police commissions with the State of Colorado. The CU University Denver Police Department also employs six Security Officers.

Mission
To provide a prepared, safe, and secure campus environment in support of the educational, research, and patient care missions of the university.

Vision
To be a trusted and engaged department that delivers public safety services to support and complement the campus mission.

Values
The CU Anschutz Medical Campus Police Department strives to partner with our campus communities to be an advocate for the education, research, and patient care mission of the university.

• Service-Oriented – Understanding and meeting the safety and security needs of our community with care and empathy.
• Collaborative – Working together respectfully to achieve outcomes that support the needs of our community.
• Accountable – Being answerable and trustworthy for our attitudes, actions, and responsibilities.
• Transparent – Providing consistent, open, and clear communication.
• Inclusive – Cultivating a welcoming and curious environment where all perspectives are valued, heard, and respected.
• Professional – Conducting ourselves in a conscientious and courteous manner that aligns with industry best practices and accreditation standards.

Phone number: 303-724-4444
Address: Anschutz Medical Campus Building 13309 E. 17th Place; F409; Aurora, CO 80045
Email: university.police@cuanschutz.edu
Website: https://cuanschutz.edu/police (https://cuanschutz.edu/police/)

Printing Services
Printing Services offers self-service copiers in multiple locations on campus for 10 cents/copy per black and white page (color not available). Students must create an account with Printing Services and pre-pay before they can use them. They can do this in person at their office on the 1st floor of the Fitzsimons Building or over the phone at 303-724-6410. Payment can be made via check, cash, or credit card. Please note that they do not have copiers located in their main office for student use.

Printing Services also offers graphic design services and can accommodate larger printing jobs and projects, such as brochures, posters and more. Students, faculty and staff can drop off printing requests, consult with staff on any graphic design, poster and printing needs, and purchase paper - including thesis paper - by the sheet or ream. Printing Services handles any printing and mailing request.
Printing Services offers printing, design & layout, typesetting, copying, binding, posters, banners, bulk mailings, miscellaneous printed projects. Whatever the project, big or small, Printing Services is happy to help in order to meet your needs with cost efficiency, high quality and a quick turnaround time.

Location: Fitzsimons Building, 13001 E. 17th Place, Room N1215, Aurora, CO 80045
Phone: 303-724-4610
Website: https://www.ucdenver.edu/offices/printing/services

SOS (Student Outreach and Support) | Creating a Culture of Care
At CU Anschutz, we engage in a culture of care and strive to maintain the well-being of the campus community. We collaborate with all of the schools and colleges to ensure students have access to resources that help them navigate challenging experiences. Functions include:

- Create access to resources for students to maintain their safety, health, and well-being
- Develop an environment where everyone understands their responsibility of noticing the well-being of those around them
- Consult and train on supporting students in navigating challenging situations
- Manage the Case Management referral system
- Manage the Medical Leave of Absence and Fit to Return process
- Use a case management framework for proactive and reactive support
- Convene the CARE Team

Location: Education 2 North, 3rd Floor Student Services Suite
Office Hours: Monday-Friday 8:00am-5:00pm; Evening Hours on Monday 6:00pm-8:00pm
Phone: 303-724-2866
Website: https://www.cuanschutz.edu/student/support/case-management

Veteran & Military Student Services
The University of Colorado Anschutz Medical Campus is military friendly and committed to providing service members and their families with a high-quality education, catered to their distinct needs. The Office of Veteran and Military Student Services (VMSS) supports veteran, active duty, reservist, national guard and dependent students. The main priority of the office is to verify U.S. Department of Veterans Affairs education benefit certification for eligible students, ensuring that each student meets the Veterans Administration requirements for attendance, course load, content, as well as all other regulations necessary to receive educational benefit payments.

This office assists students with filling out Veteran Affairs paperwork and in solving problems associated with the receipt of Veteran Affairs related educational benefits. The VMSS provides student mentoring, transition assistance into higher education, mental health services that are specific to the military and transition issues, and career preparation through the Boots to Suits Program. The office also serves as a liaison to numerous Veteran community resources. In addition, the VMSS mission is to improve and enrich the educational experience of our current and former military-related students through advocacy, community, as well as appropriate and responsive services.

MILITARY SERVICE AND RESIDENCY
Military-connected students living in the state of Colorado may qualify for in-state residency for tuition purposes. The military member must have reported to a duty station in Colorado, as certified by their military command, by the first day of class of the applicable academic term. All applicable documentation must be submitted by the last day of the semester in order to qualify for resident tuition classification. A list of scenarios (e.g. student veteran/active duty, dependent, etc.) and required documentation is available via this site (https://www.cuanschutz.edu/veterans/benefits/#Residency).

Location: Education 2 North, Student Services Suite
Mailing Address: 13120 East 19th Ave., P28-3207, Aurora, CO 80045
Phone: 303-724-8649
Email: VMSS@ucdenver.edu
Website: https://www.cuanschutz.edu/veterans