Office of Graduate Student Life
The Office of Graduate Student Life seeks to foster a sense of community among graduate students by organizing and planning intellectual, cultural and social events, recreational outings, and Jesuit service learning opportunities.

All graduate students are part of the Graduate Student Assembly (GSA) which meets twice per semester to help enhance the quality of the graduate student experience by sharing ideas, concerns, and volunteering to help with events.

Location: Barone Campus Center, Room 408 (Campus Map #13)
Phone: (203) 254-2747
Website: www.fairfield.edu/gradstudentlife

Four Steps to a Successful Start

1. Registration and Payment
Registration forms are available in the Registrar’s Office, online through the University website, and in course guidebooks. Tuition and fees are due in full at the time of registration. All promissory notes for deferred tuition payment must be signed in person at the Registrar’s Office and can be paid online at www.fairfield.edu/tuition.

You may register at Fairfield in five ways:
1. Online through my.fairfield.edu
2. In person at the Registrar’s Office
3. By phone, with a credit card, at (203) 254-4288
4. By faxing your completed registration form to (203) 254-4109
5. By mailing your completed registration form to:
   Fairfield University
   1073 North Benson Road
   Fairfield, CT 06824
   Attention: University Registrar

Location: The Kelley Center (Campus Map #1)
Hours: Monday-Friday, 8:30 a.m. to 4:30 p.m.
       Evening Hours: Tuesday, 4:30 p.m. to 7 p.m.
       Summer Hours: Mondays, Wednesdays, and Thursdays, 8 a.m. to 4:30 p.m.; Friday, 8 a.m. to noon;
       Tuesdays, 4:30 p.m. to 6:30 p.m.
2. **StagCard**

The StagCard is a student’s key to many opportunities at Fairfield. It serves as a library card, it may act as a debit card, and of course, it’s a student ID, which qualifies students for discounts at the bookstore and other venues. It should be carried at all times while on campus. For more information on the StagCard’s functions, please visit [www.fairfield.edu/stagcard](http://www.fairfield.edu/stagcard).

You must be registered for classes to obtain your StagCard. Furthermore, bring photo identification, a driver’s license or passport, and proof of enrollment to the StagCard office, and be prepared to have a photo taken. Replacement cost is $25.

The StagCard office also takes passport pictures for $15.

**Location:** Barone Campus Center, Lower Level  (Campus Map #13)

**Phone:** (203) 254-4009

**E-mail:** StagCard@fairfield.edu

**Hours:**

- Monday-Friday, 8:30 a.m. to 4:30 p.m.;
- Tuesday, 11 a.m. to 7 p.m.
- Summer hours: Monday, Wednesday, and Thursday, 8 a.m. to 4:30 p.m.;
- Tuesday, 10:30 a.m. to 7 p.m.;
- Friday, 8 a.m. to noon

3. **My.Fairfield and NetID**

Every enrolled student at Fairfield has access to the my.Fairfield portal. Through my.Fairfield, students can view official University notifications, course schedules, transcripts, and a personal online calendar. Students will only be able to access grades online through my.Fairfield.

- To access the my.Fairfield portal and other online resources, you will need to use your NetID, the unique username and password assigned by Information Technology Services (ITS).
- To claim your NetID, go to [netid.fairfield.edu](http://netid.fairfield.edu). Read the Acceptable Use Policy, enter contact information and Fairfield ID, answer the challenge questions, then select a password.
- Your new NetID will appear at the top of the page; make note of it. Your NetID will give you access to my.Fairfield.
- To access my.Fairfield, visit [my.fairfield.edu](http://my.fairfield.edu)
- For assistance, visit ITS at [my.fairfield.edu/web/chelpdesk](http://my.fairfield.edu/web/chelpdesk) (no NetID required) or call the ITS Help Desk at (203) 254-4069, Monday-Thursday 8 a.m.-7 p.m., Friday 8 a.m.-noon.

4. **Vehicle Registration**

All vehicles on campus must display a valid University parking permit, which is free to all graduate students. To obtain a permit, students must first fill out and submit the online permit application available on my.Fairfield. Students must then bring a printed copy of the online application, state vehicle registration, and their valid StagCard (student ID) to the parking office in the Department of Public Safety to pick up a parking sticker. Public Safety personnel will distribute stickers after office hours for students who have submitted the online application and have the requirements mentioned above. Cars without stickers will be ticketed.

**Location:** Loyola Hall, Room 2  (Campus Map #2)

**Phone:** (203) 254-4000, ext. 2745

**E-mail:** mademasi@fairfield.edu

**Website:** [www.fairfield.edu/parking](http://www.fairfield.edu/parking)

**Hours:**

- Monday-Thursday, 8 a.m. to 7 p.m.;
- Friday, 8 a.m. to 4 p.m.

**Summer hours:**

- Monday-Thursday, 7:30 a.m. to 4:30 p.m.;
- Friday, 8 a.m. to noon

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**ALOYSIUS P. KELLEY, S.J. CENTER**

The Kelley Center provides important enrollment services in one convenient location, with ample parking located near the University entrance. The offices of Admission, Registrar, Financial Aid, and Career Planning, among others, are all located in the Kelley Center with convenient hours.
For Students on a Degree Track
Once you have completed your application and have been accepted to Fairfield University, students interested in earning a degree should meet with an academic advisor at the school of their program before registration to determine a course of study for the approaching semester. Please call the University main telephone number (203) 254-4000 and find the appropriate office and extension below.

Office of Graduate and Continuing Studies Admission
Marianne Gumpper, director, ext. 2908, mgumpper@fairfield.edu

College of Arts and Sciences
Dr. James Simon, dean, ext. 2221, jsimon@fairfield.edu

Graduate Study
Dr. Aaron Perkus, associate dean, ext. 2918, aperkus@fairfield.edu

American Studies Graduate Program
Dr. Peter Bayers, ext. 2797, pbayers@fairfield.edu

Communication Graduate Program
Dr. Michael Pagano, ext. 2897, mpagano@fairfield.edu

Public Administration Graduate Program
Dr. Mark LeClair, ext. 2295, mleclair@fairfield.edu

Mathematics Graduate Program
Dr. Stephen Sawin, ext. 2573, ssawin@fairfield.edu

MFA Creative Writing Graduate Program
Dr. Michael White, ext. 3153, mcwhite@fairfield.edu

Charles F. Dolan School of Business
Dr. Don Gibson, dean, ext. 2841, dgibson@fairfield.edu

Graduate Programs
Dr. Mark Ligas, associate dean, ext. 2843, mligas@fairfield.edu

Graduate School of Education and Allied Professions
Dr. Robert Hannafin, dean, ext. 4250, rhannafin@fairfield.edu
Dr. Tracey Robert, associate dean, ext. 4250, trobert@fairfield.edu
Dr. Anne Campbell, associate dean, ext. 4250, acampell@fairfield.edu

Counselor Education
Dr. Diana Hulse, ext. 2245, dhulse@fairfield.edu

Childhood Education (Elementary Education)
Dr. Ryan Colwell, ext. 2586, rcolwell@fairfield.edu

Secondary Education
Dr. Stephanie Storms, ext. 3334, sstorms@fairfield.edu

Marriage and Family Therapy
Dr. Rona Preli, ext. 2475, rpreli@fairfield.edu

TESOL, World Languages, and Bilingual Education
Dr. Anne Campbell, ext. 2873, acampbell@fairfield.edu

Special Education
Dr. Deborah Edelman, ext. 4250, dedelman@fairfield.edu

Applied Psychology
Dr. Paul Maloney, ext. 2333, pmaloney@fairfield.edu

School Psychology
Dr. Paula Gill Lopez, ext. 4250, plopez@fairfield.edu

Educational Technology
Dr. Gayle Bogel, ext. 2324, gbogel@fairfield.edu
The locations of the following student services are referenced to the foldout map in the back of this brochure.

**ATM** (Campus Map #13)
An ATM machine operated by Bank of America is located in the Barone Campus Center on the second level near the Stag Spirit Shop. The University does not have a check-cashing facility.

**Bellarmine Museum of Art** (Campus Map #6)
The Bellarmine Museum is home to an encyclopedic permanent collection, with objects ranging from pre-Columbian sculptures to Tang pottery, from Medieval jewelry to Renaissance paintings. The museum also presents several dynamic special exhibitions each year.

Location:   Bellarmine Hall, lower level  
Phone:   (203) 254-4000, ext. 4046  
E-mail:   museum@fairfield.edu  
Website:   www.fairfield.edu/museum  
Hours:   Monday-Friday, 9:30 a.m. to 4:30 p.m., and select Saturdays

**Bookstore**
Fairfield University’s bookstore is located at 1499 Post Road in the center of Fairfield. Textbooks can be purchased there or online at www.fairfield.edu/bookstore. The bookstore sells stationery, clothing, and other novelty and gift items. Read ahead for information about the Stag Spirit Shop located on campus.

Hours:   Monday-Thursday, 9 a.m. to 9 p.m.;  
         Friday-Saturday, 9 a.m. to 10 p.m. and Sunday, 10 a.m. to 6 p.m.

**School of Engineering**
Dr. Bruce W. Berdanier, dean, ext. 4147, bberdanier@fairfield.edu  
Software Engineering  
   Wook-Sung Yoo, ext. 3331, wyoo@fairfield.edu  
Electrical and Computer Engineering  
   Dr. Douglas Lyon, ext. 3155, dlyon@fairfield.edu  
Mechanical Engineering  
   Dr. Shahrokh Etemad, ext. 3154, setemad@fairfield.edu  
Management of Technology  
   Dr. Harvey Hoffman, ext. 3080, hhoffman@fairfield.edu

Undergraduate Continuing Education Program  
   Dr. Bill Taylor, associate dean, ext. 2501, htaylor@fairfield.edu

**School of Nursing**
Dr. Meredith Kazer, dean, ext. 2700, mkazer@fairfield.edu

Graduate Programs
   Dr. Joyce Shea, associate dean, ext. 2575, jshea@fairfield.edu

Family Nurse Practitioner (MSN, DNP)
   Dr. Sheila Grossman, ext. 2705, sgrossman@fairfield.edu

Psychiatric Nurse Practitioner (MSN, DNP)
   Dr. Kate Wheeler, ext. 2708, kwheeler@fairfield.edu

Doctor of Nursing Practice - Nurse Anesthesia
   Dr. Nancy Moriber, ext. 3445, nmoriber@fairfield.edu

Nursing Leadership
   Dr. Sally Gerard, ext. 2735, sgerard@fairfield.edu

Doctor of Nursing Practice (Advance Practice & EDNP)
   Dr. Joyce Shea, ext. 2575, jshea@fairfield.edu
Bursar  (Campus Map #21)
The Office of the Bursar handles questions regarding student billing and payment. The office accepts checks, cash, credit cards (MasterCard, Visa, and American Express), and online payments at [www.fairfield.edu/bursar](http://www.fairfield.edu/bursar).

Location: McAuliffe Hall, Rooms 301 and 303
Phone: (203) 254-4000, ext. 4102 or ext. 2410
E-mail: bursar@fairfield.edu
Hours: Monday-Friday, 8:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m.
      Summer hours: Monday-Thursday, 8 a.m. to 12:30 p.m. and 1:15 p.m. to 4:30 p.m.; Friday, 8 a.m. to noon

Campus Ministry  (Campus Map #5)
The Rev. Pedro Arrupe, S.J., Campus Ministry Center offers ecumenical and inter-faith activities, mission trips, retreat programs, counseling and spiritual direction, and an opportunity to become involved with community service projects.

Location: Egan Chapel of St. Ignatius Loyola, lower level
Mass Schedule: (203) 254-4000, ext. 4050
Phone: (203) 254-4000, ext. 3405
Hours: Monday-Friday, 8:30 a.m. to 4:30 p.m.
       Summer hours: Monday-Thursday, 8 a.m. to 4:30 p.m.; Friday, 8 a.m. to noon

Career Planning Center  (Campus Map #1)
The Career Planning Center offers career information, job listings, counseling services, and specific data on the current job market.

Location: The Kelley Center
Phone: (203) 254-4081
E-mail: CPC@fairfield.edu
Website: [www.fairfield.edu/cpc](http://www.fairfield.edu/cpc)
Hours: Monday-Friday, 8:30 a.m. to 4:30 p.m.
       Summer hours: Monday-Thursday, 8 a.m. to 4:30 p.m.; Friday, 8 a.m. to noon

Course Catalogs and Student Handbook
Fairfield University’s standard policies and procedures, including transfer credits, withdrawals, refunds, and academic standards are included in all course catalogs and on the University’s website at [www.fairfield.edu/catalogs](http://www.fairfield.edu/catalogs). The University’s Code of Conduct also applies to graduate students. For more information, access the Student Handbook at [www.fairfield.edu/studenthandbook](http://www.fairfield.edu/studenthandbook).

Dining on Campus
Fairfield Dining Services offers a variety of options so you can dine when you want, where you want! Visit [www.fairfield.sodexomyway.com](http://www.fairfield.sodexomyway.com) for details about our dining locations.

Students may open a “StagBucks” debit account through their StagCard, which can be used to conveniently buy food from campus dining locations and vending machines. For more information on StagBucks, visit [www.fairfield.edu/stagcard](http://www.fairfield.edu/stagcard).

Barone Campus Center Dining  (Campus Map #13)
The Barone Campus Center has a variety of food outlets for any craving.

• Barone Dining Hall, fourth floor (Undergraduate student dining)
• Stag Snack Bar, third floor
• Einstein Bros Bagels, third floor

Additional Dining Locations
• Library Café, first floor  (Campus Map #10)  
  (featuring Starbucks We Proudly Serve)
• Dolan School of Business Café  (Campus Map #8)
• Old School Pizza at The Levee  (Campus Map #23)

Financial Aid  (Campus Map #1)
The Office of Financial Aid is committed to helping students find the options that best suit each of their needs to help finance a Fairfield education.

Location: The Kelley Center
Phone: (203) 254-4125
E-mail: finaid@fairfield.edu
Website: [www.fairfield.edu/finaid](http://www.fairfield.edu/finaid)
Hours: Monday-Friday, 8:30 a.m. to 4:30 p.m.
       Summer hours: Monday-Thursday, 8 a.m. to 4:30 p.m.; Friday, 8 a.m. to noon

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Location: The Kelley Center
Phone: (203) 254-4125
E-mail: finaid@fairfield.edu
Website: [www.fairfield.edu/finaid](http://www.fairfield.edu/finaid)
Hours: Monday-Friday, 8:30 a.m. to 4:30 p.m.
       Summer hours: Monday-Thursday, 8 a.m. to 4:30 p.m.; Friday, 8 a.m. to noon
Housing: Office of Residence Life (Campus Map #13)
The Office of Residence Life offers graduate students several housing options including off-campus houses near the University, and townhouses and apartment complexes on campus. All University residences are fully furnished and have wireless capability. Each housing option offers a kitchen, living room, bathroom, and laundry facility. To apply for graduate student housing, students can download and complete the Graduate Student Housing Application at www.fairfield.edu/gradstudenthousing.

Location: Barone Campus Center, Lower Level, room 96
Phone: (203) 254-4151
E-mail: residencelife@fairfield.edu

Inclement Weather
Class cancellations and delays are announced on the University’s website (www.fairfield.edu).

Information Technology Services (ITS) (Campus Map #10)
ITS runs the course management service and student e-mail. Computing issues should be reported to the ITS Help Desk.

Location: DiMenna-Nyselius Library, Main Floor
Phone: (203) 254-4069
E-mail: ITS@fairfield.edu
Hours: Monday-Friday, 8:30 a.m. to 4 p.m. (unless otherwise posted)

Computer Labs
For access to a computer lab 24 hours a day, 7 days a week, bring your StagCard to Room 250 at the Library.

Bannow Science Center, (Windows) Room 163 (Engineering and Sciences only), (Campus Map #11)
Barone Campus Center, (Mac) Einstein Bros Bagels, (Campus Map #13)
DiMenna-Nyselius Library, (Windows and Mac) Rooms 115 and 250, (Campus Map #10)
Dolan School of Business, (Windows) Rooms 1100 and 1101, (Campus Map #8)
Donnarumma Hall, (Windows and Mac) Room 149, (Campus Map #4)

DiMenna-Nyselius Library (Campus Map #10)
This state-of-the-art library has a variety of study spaces, research tables, a 90-seat auditorium, connections for personal laptops, and computer labs. In addition to an extensive collection, the library also provides 24/7 online reference assistance and off-campus access to numerous subscription databases, e-journals, and e-books. For summer hours, holiday closings, and schedule changes, visit www.fairfield.edu/library. StagCards are required for borrowing privileges and to enter into computer labs.

Phone: (203) 254-4044
Hours: Monday-Thursday, 7:45 a.m. to midnight
Friday, 7:45 a.m. to 10:30 p.m.
Saturday, 9 a.m. to 9 p.m.
Sunday, 10:30 a.m. to midnight

Public Safety (Campus Map #2)
Officers conduct around-the-clock patrols on foot, on bicycles, and in patrol cars. The officers enforce traffic regulations and handle emergencies on campus. Blue lights identify the locations of emergency phones that connect to Public Safety. Fairfield University complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This report contains a summary of Fairfield University’s Department of Public Safety policies and procedures along with crime statistics as required. A copy can be obtained at the office, by phone, or may be viewed electronically at www.fairfield.edu/clery. The University is in compliance with the Student Right to Know and Campus Security Act (PL 103-542).

Location: Loyola Hall, room 2
Phone: (203) 254-4090 or dial ext. 4090 from any University phone
Website: www.fairfield.edu/publicsafety
Hours: 24 hours a day, year-round

Regina A. Quick Center for the Arts (Campus Map #9)
Students have a wide array of opportunities to enjoy the arts and enrich their lives through performance arts, art exhibits, art collections, scholarly and popular culture lectures, and musical and theatrical performances. Students with a valid StagCard may receive discount ticket prices. For a complete listing of programs, visit www.quickcenter.com.

Quick Box Office
Phone: (203) 254-4010 or toll-free at (877) ARTS-396
Hours: Monday-Saturday, 10 a.m. to 5 p.m.
Leslie C. Quick Jr. Recreational Complex  (Campus Map #15)
The RecPlex features a 25-meter swimming pool, sauna, locker rooms, whirlpool, Nautilus room, weight room, and two cardio rooms. Graduate students may purchase a semester membership for $65 and non-traditional students for $100 per semester. Both types of students must have a valid Fairfield University I.D. and a print-out of their current semester classes from the Registrar’s Office to join. Payment is by cash or check only.

Guest passes can be purchased for $5 with a valid Fairfield University I.D. and the print-out for the current semester from the Registrar’s Office.

Phone: (203) 254-4141  
E-mail: recreation@fairfield.edu  
Website: www.fairfield.edu/recplex  
Hours: Monday-Thursday, 6:30 a.m. to 11 p.m.  
Friday, 6:30 a.m. to 10 p.m.  
Saturday, 9 a.m. to 9 p.m.  
Sunday, 11 a.m. to 9 p.m.  
Call for summer hours.

Stags Athletics
All students are welcome to attend any of the Stags athletic events for the 20 varsity programs. Simply show your StagCard at most events for complimentary admission. Basketball and lacrosse full or partial season tickets will be discounted for graduate students. Tickets can be purchased by calling the Athletics Ticket Office at (203) 254-4136 or e-mailing hsmaldone@fairfield.edu. For a complete list of schedules and the most up to date athletics news, visit www.fairfieldstags.com.

Stag Spirit Shop  (Campus Map #13)
The Stag Spirit Shop carries supplies, stationery, University apparel, and books for leisure reading. Students can order or rent textbooks online at www.fairfield.edu/bookstore.

Location: Barone Campus Center, second floor  
Phone: (203) 254-4262  
Hours: Monday-Thursday, 9 a.m. to 7 p.m.; Friday, 9 a.m. to 5 p.m.; Saturday-Sunday, 11 a.m. to 4 p.m.  
Summer hours: Monday-Thursday, 9 a.m. to 4 p.m.; and Friday, 9 a.m. to noon

Town Shuttle
The town shuttle runs 7 days a week every 45 minutes beginning at 11:15 a.m. into the center of the town of Fairfield during the academic year starting at the John A. Barone Campus Center. The shuttle travels to the Fairfield train station (with MetroNorth trains to New York City, Stamford, and New Haven) and various locations in the town center shopping district. The schedule is available at www.fairfield.edu/transportation.

WVOF: Fairfield University Radio
Fairfield University Radio, WVOF 88.5 FM and online at www.wvof.org, has a partnership with CT Public Radio - WNPR to offer a great blend of public radio and college programming. WNPR programming can be found on 88.5 FM on weekdays from 5 a.m. to 10 a.m. and 4 p.m. to 6 p.m. and on weekends from 5 a.m. to noon.

Walsh Gallery
The Gallery is open one hour prior to curtain time and during intermission of Quick Center season performances.

Phone: (203) 254-4000, ext. 2969  
Hours: Tuesday-Saturday, 11 a.m. to 5 p.m.
Round Hill Road entrance closes at 6 p.m. Please use the North Benson Road main entrance, or Barlow Road entrance.