Alpena Community College's Services at a Glance: Fall, 2025

Student Success Center - Van Lare Hall 101

Hours: Monday – Thursday 8:30 a.m. – 5:00 p.m

Friday 8:30 a.m. – 12:00 p.1

Contacts: Colleen Jacobs, 989.358.7270

Monika Ehrlich, 989.358.7408



- Student photo ID cards
- ➤ Free in-person or Video Conferencing tutoring for most subjects 3 hours per class each week
- > Presentations on study skills, note-taking, testing, APA, MLA, completing your degree and more!
- ➤ 10 computers with free printing for academic purposes and wireless internet
- > Student Food Pantry located in Besser Tech Building/Mini Pantry located outside of SSC.

Student Success Facilitator – Van Lare Hall 115C

Hours: Monday – Friday 8:00 a.m. – 4:00 p.m.

Contacts: Todd Wozniak, 989.358.7329

- > Academic Planning and Life Prep
- > Campus and Community Referrals
- ➤ Success Plans/Check-Ins

Technical Career Services – Van Lare Hall 101

Hours: Monday – Friday 8:00 a.m. – 4:30 p.m.

Contacts: Jewel Lancaster, 989.358.7277

Monika Ehrlich, 989.358.7408

- > Academic support & transfer assistance
- > Career advising services
- > Financial literacy and study skills workshops
- > Admissions and financial aid assistance

- > Professional writing support
- > Resume and cover letter writing
- ➤ Job search strategies
- ➤ Resource referrals

Testing Center – Van Lare Hall 101 – Appointment Required

Hours: Monday 9:00 a.m. – 12:00 p.m. & 1:00 p.m. –5:00 p.m.

 $\begin{array}{lll} Tuesday & 12:00 \ p.m. - 6:00 \ p.m. \\ Wednesday & 10:00 \ a.m. - 5:00 \ p.m. \\ Thursday & 10:00 \ a.m. - 7:00 \ p.m. \end{array}$

Friday 9:00 a.m. – 1:00 p.m.

Contact: Beth Matzke, 989.358.7209, Fax: 989.358.7569

- > On-line and paper/pencil testing
- > CLEP and DSST (Dantes)
- ➤ Placement testing
- > University and other specialty testing
- > Pre-employment testing

All testers must provide a photo I.D. prior to testing

Stephen H. Fletcher Library - Newport Center 111

Hours: Monday - Wednesday 8:00 a.m. - 7:00 p.m.

Thursday 8:00 a.m. - 5:00 p.m. Friday 8:00 a.m. - 12:30 p.m. Saturday 12:00 p.m. - 4:00 p.m.

Sunday Closed

Books and e-books

> Full-text references

➤ College Source Online

➤ Web subject lists and search tools

- ➤ Course/instructor related web sites
- ➤ 36 computers and wireless internet access
- ➤ Magazines, journals and newspapers
- ➤ Citation helpers MLA, APA and others
- ➤ Renew your library books by phone, 989.358.7252

Please note: Hours during Holidays and Finals Week differ

Contacts: Lauren Mantlo, 989.358.7249/Pat Manning, 989.358.7252



Blackboard Support



Contacts: Alex Gorton, 989.358.7279 or gortona@alpenacc.edu
Jillian Seguin, 989.358.7289 or seguinji@alpenacc.edu



Self-Service & Microsoft 365 Support

Contact: Shelly Clarke, 989.358.7374 or helpdesk@alpenacc.edu



Student Life Activities & Campus Housing

College Park Apartment Office

Contact: Cindy DeRocher, 989.358.7394 or derochec@alpenacc.edu



Frederick T. Johnston Wellness Center

Newport Center 101

Hours: Monday – Thursday 6:30 a.m. - 6:30 p.m.

Friday 6:30 a.m. – 2:00 p.m. Saturday 8:00 a.m. – 12:00 p.m.

Contacts: Noel Curtis, 989.358.7391/Sharlene Kozlowski 989.358.7409



- > Free membership for all registered students
- Personalized fitness programs
- Body fat analysis
- > Treadmills, bikes, rowers, steppers, elliptical trainer, Cam Star weight equipment, dumbbells, scale and blood pressure machines
- Locker rooms and shower facilities



Financial Aid

Van Lare Hall 107

Hours: Monday – Friday 8:00 a.m. – 4:30 p.m. **Contacts:** Amanda Belusar, 989.358.7229

Lexi Young, 989.358.7205 Kristen Schnell, 989.358.7286

- FAFSA (Free Application for Federal Student Aid)
- > Special organization scholarships
- Student loans
- Work Study assignments

Registrar's Office - Academic Records, Transcripts & Graduation

Van Lare Hall 108

Hours: Monday – Friday 8:00 a.m. - 4:30 p.m.

Contacts: Sheila Rupp, 989.358.7353



Parking Permits

Besser Technical Center 101



Hours: Monday - Friday 8:00 a.m. - 4:30 p.m. **Contacts:** Jim Chapman, 989.358.7323 Gwen Spence, 989.358.7360



ACC Foundation Scholarships

Contact: Mary Eagan, 989.358.7297

- ➤ Over 250 scholarships have been created by individuals, service clubs, corporations, and foundations to provide financial assistance to ACC students.
- Scholarship applications are available in January with the deadline at the beginning of March. Go to https://discover.alpenacc.edu/admissions/future_students/scholarships.php

Human Resources

Van Lare Hall 102

Hours: Monday – Friday 8:00 a.m. – 12:00 p.m. & 1:00 p.m. – 4:30 p.m.

Contacts: Melissa Guy, 989.358.7211 Jaimie Wilson, 989.358.7351



Cashier

Van Lare Hall – Cashier Window

Hours: Monday – Friday 8:00 a.m. – 4:30 p.m. **Contact:** Danielle Kollen, 989.358.7281



Follett/ACC Bookstore

Besser Technical Center 104

Hours: Monday – Thursday: 9:00 a.m. – 4:00 p.m. Friday: 9:00 a.m. – 12:00 p.m.

Saturday – Sunday: Closed Contact: Karen Webster, 989.358.7274 bkstr.com/alpenaccstore/home

- ➤ All required textbooks and course materials
- > Computer software at educational pricing
- > ACC clothing, insignia items and backpacks
- ➤ Class supplies, study aids, art, drafting and school supplies
- > Greeting cards, lunch cards, soft drinks, snacks and more

