

Graduate Services/Telephone Numbers

The University Bookstore is located on the first floor of the Kelly Commons Building. Textbooks and auxiliary materials may be obtained there.

Health Services is located on the first floor of Alumni Hall. A full-time Nurse Practitioner and part-time university Physicians are available to address student health concerns.

An Accidents and Sickness Insurance Plan is available to students of Manhattan University. Students from foreign countries are especially urged to participate in this plan. Information is available at the office of the Vice President of Finance, 3rd floor of Memorial Hall.

Available to students is the Center for Career Development; personnel will assist students seeking employment. The office is on the third floor of Thomas Hall.

Counseling and Psychological Services at Manhattan University offers consultations and referral services to full-time graduate students. The office is located on the fifth floor of Miguel Hall.

Parking permits may be obtained from the Director of Public Safety whose office is on the first floor of Jasper Hall.

The Campus Ministry has an office on the second floor of Miguel Hall and Kelly Commons, Room 2.03 All Manhattan University students may receive religious counseling through the Campus Ministry.

The Office of International Student and Scholar Services provides programs and services for Manhattan University students and scholars who are in the United States on non-immigrant F and J visas. Services include issuing required federal visa documents; assisting with immigration regulations governing enrollment, employment and travel; and publishing a monthly electronic newsletter, which provides important and timely information on a variety of topics. The office conducts an orientation session for all new international students and scholars in August and in January, coordinates a variety of cross-cultural programs and acts as liaison between students and scholars and other university offices, student groups and U.S. and foreign government agencies. The office is located in the rear of the Multicultural Center on the third floor of the Kelly Student Commons.

Library

The Mary Alice & Tom O'Malley Library supports the work of faculty and students through its collections, facilities, and services. The librarians are glad to help students with their work, both individually and through information literacy and research classes.

O'Malley Library has four computer labs with more than 100 computer workstations as well as conference rooms and a wide range of areas for individual and group study.

The collections includes 320,000 books and more than 42,000 current journals, including all the journals of the most prominent scholarly publishers: Elsevier, Oxford University

Press, SAGE, Springer Nature, Taylor & Francis, and Wiley. Through the library website, students on or off campus can access nearly 200 databases that provide access to journals, books, and reference materials. The resources of libraries worldwide are available through our interlibrary loan service, and a number of consortial arrangements provide access to university libraries throughout New York City and Westchester County.

The Library maintains the Manhattan University Archives as well as the De La Salle Christian Brothers Archives of the New York and Long Island-New England Districts, the District of Eastern North America, the Midwest District, the Christian Brothers Conference, and the Lasallian Research Collection.

For more information about library hours and services, please see <https://lib.manhattan.edu/home> (<https://lib.manhattan.edu/home/>)

Computer Facilities

A wide variety of computing resources are available to Manhattan University students, faculty, and staff via JasperNet, the university's campus-wide network. JasperNet deploys wired and wireless computing and information services to campus laboratories, classrooms, and offices, as well as to student residence halls. Computer labs running Microsoft Windows 10 are available across the Manhattan University campus. See more information about computer labs (<https://inside.manhattan.edu/offices/its/computer-labs.php>).

All campus locations are connected via a multi-gigabit backbone network. JasperNet provides many network based applications and services including online courses and web based storage as well as E-mail, internet access, and laser printing in the laboratories. A wide range of software is available including math and statistical packages (Maple, MathCad, MatLab, SPSS, Excel), compilers (C++ & Visual Studio), databases (Access, SQL), word processors (MS Word), presentation graphics (PowerPoint), multimedia authoring (Adobe Design Premium), as well as department-specific applications (E.g. Abaqus & AutoCad). See list of software available in computer labs (<https://manhattan.teamdynamix.com/TDClient/KB/ArticleDet/?ID=2768>) for more information. JasperNet provides full ethernet connectivity to students in all of the University's residence halls. Students living in these networked buildings can connect their own networkable devices directly to JasperNet.

A dedicated website for the University – <http://manhattan.edu> (<http://www.manhattan.edu>) – is maintained by the Information Technology Services Department and supports pages of information including online catalogs, handbooks, and policies. Some faculty members maintain web pages for their courses on the server supported by a separate file server to facilitate the posting of online courseware. The Information Technology Services Department also provides online support, documentation, and other services via their web site: <https://m> (<https://inside.manhattan.edu/offices/its/>) manhattan.edu/its/ (<http://manhattan.edu/its/>).

Computing laboratories are equipped for digital projection and many are used as hands-on classrooms. Laptop computers with projection capabilities are used by instructors for demonstrations purposes in other classrooms throughout the campus which are linked to JasperNet.

Computer Laboratory Hours:

De La Salle CIS Lab

Day	Time
Monday-Friday	8:00 am - 10:00 pm

O'Malley Library Computing Labs

Day	Time
Sunday-Saturday	24/7

Public Safety

The Public Safety Department is responsible for enforcing University security regulations, overseeing the University's risk management policies, and the supervision of campus parking facilities. There are 50 officers and supervisors who conduct foot and vehicle patrols of the campus 24 hours a day. Being a component of the Student Life Division, the Public Safety Department actively supports the mission of the University and accepts its responsibility to employ security measures that promote the safety and well-being of our students.

Daily Crime and Fire Log Availability

The Manhattan University Daily Crime and Fire Log is available for public review in the public safety office, located in Jasper Hall, Monday – Friday, 9 a.m. – 4:30 p.m.

The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the U.S. Department of Education. These are also available by searching for Manhattan University at <http://ope.ed.gov/campussafety/#/institution/list>. The Director of Public Safety is authorized to provide these statistics and can be contacted at 718-862-7240.

Telephone Numbers

Department	Phone	Contact
Provost Office	(718) 862-7304	
Graduate Admissions and Information	(718) 862-7199	Melissa Booth
Dean of Business	(718) 862-7440	Hany Guirguis, Ph.D.
Interim Dean of Engineering	(718) 862-7307	Anirban De, Ph.D.
Dean of Arts & Sciences	718-862-7346	Marcy Kelly, Ph.D.

Directors of Graduate Programs

Department	Phone	Contact
MBA	(718) 862-7872	Marc Waldman, Ph. D
School Counseling, Marriage & Family Therapy, Mental Health Counseling	718-862-7156	Marjan Persuh, Ph.D.

Special Education	(718) 862-7493	Dr. Ruth Zealand
Chemical Engineering	(718) 862-7186	Dr. J. Patrick Abulencia
Civil Engineering	(718) 862-7171	Dr. Qian Wang
Electrical & Computer Engineering	(718) 862-7158	Dr. Yi Wang
Environmental Engineering	(718) 862-7947	Jessica Wilson, Ph.D.
Mechanical Engineering	(718) 862-7927	Bahman Litkouhi, Ph.D.
Computer Science	718-862-7425	Igor Aizenberg, Ph.D.
Mathematics	718-862-7730	TBA

Service Offices

Office	Phone
Admissions and Information	(718) 862-7200
Jasper Central -Registrar, Student Accounts, Financial Aid	(718) 862-7100
Office of Commencement and Special Events	(718) 862-7918
International Student and Scholar Services	(718) 862-7213
Director of Residence	(718) 862-7438
Bookstore	(718) 862-7249
Information Technology Services	(718) 862-7973