



## AJU Essential Contacts

*The following list provides points-of-contact for support in various areas.*

*Please retain this information for your records.*

### **Need to make changes to your course schedule and/or academic status?**

Please complete the following Multiple Petition Form at: <https://bit.ly/ajupmpf>

*Please note, Coach/Advisor approval is required prior to processing your request.*

### **Student Billing and Payment Plans:**

Lena Johnson, Office of Student Billing at [lena.johnson@aju.edu](mailto:lena.johnson@aju.edu), [studentbilling@aju.edu](mailto:studentbilling@aju.edu), or 310-440-1595

### **Financial Aid and Student Loans:**

Kelsey Farnsworth, Office of Financial Aid at [financialaid@aju.edu](mailto:financialaid@aju.edu) or 310-440-1252

### **Email, Technology, and Password Support:**

AJU IT Support at [support@XOverture.com](mailto:support@XOverture.com)

### **Learning Management System (LMS) Support:**

LMS Helpdesk at [lmshelp@aju.edu](mailto:lmshelp@aju.edu)

### **Registration and Student Records:**

Office of Registrar Services at [registrar@aju.edu](mailto:registrar@aju.edu)

### **Disability and Student Accommodations:**

Dr. Robbie Totten, Office of Academic Affairs at [academicaffairs@aju.edu](mailto:academicaffairs@aju.edu)



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### **Title IX Related Concerns:**

Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states:

*No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.*

### **Title IX Reports may be filed in the following ways:**

- In Person: Kim Warneke, Familian Campus, Human Resources Office
- By Email: Kim Warneke, Title IX Coordinator, at [titleix@aju.edu](mailto:titleix@aju.edu)
- By Phone: Kim Warneke, Title IX Coordinator, at 310-440-1203

Title IX reports and complaints may be submitted anonymously. Anonymity may limit the University's ability to investigate and otherwise address the content of reports and complaints.

### **International Students**

Academic Affairs at [academicaffairs@aju.edu](mailto:academicaffairs@aju.edu)

### **Personal/Mental Health Counseling:**

Students residing in California are entitled to meet with AJU's school psychologist, Dr. Glenn Peters, free of charge.

Dr. Glenn Peters, Clinical Psychologist at 818-475-2666 or [gappsyche@aol.com](mailto:gappsyche@aol.com)

### **Office of Library Services**

Hours of On-Campus Operation:

- Please visit <https://www.aju.edu/ostrow-academic-library> for up-to-date hours of operation
- Additional hours available by appointment via email at [library@aju.edu](mailto:library@aju.edu) or [refdesk@aju.edu](mailto:refdesk@aju.edu)