

Who should I ask? Where do I send this form?

Here's a helpful list to answer these two very important questions

Brian Graham

(brian.graham@ucf.edu or 823-2846)

- Information Technology
- Admissions and recruitment
- Student Services
- Application requirements and deadlines changes on academic program webpages

Mollie Johnson

(mollie.johnson@ucf.edu or 823-2736)

- Admissions questions and documents
- Initial Residency classification
- ViewStar changes and corrections
- GWIS admissions decisions & corrections
- Test score suspense files

Leben Goldman

(leben.goldman@ucf.edu or 823-3227)

- Admissions and Recruitment
- Credential Evals
- New Faculty and Staff training

Rebekah Addy

(823-1291)

- Transcript evaluation (email gradevals@ucf.edu)
- New Faculty and Staff training

Pam Hanson-Phillips

(pamela.hanson-phillips@ucf.edu or 823-2736)

- Event Planning

Robin McCormick

(robin.mccormick@ucf.edu or 823-5017)

- Training
- Security/Access questions

College of Graduate Studies Receptionists

(823-2766)

- Address Change Form
- Schedule Student appointments

Tracy Jones

(tracy.jones@ucf.edu or 823-5815)

- Student Services and graduation
- Quality Assurance
- Academic Advisement Module/PeopleSoft (email graddegr@ucf.edu)

Shelley Pozdoll

(Michele.pozdoll@ucf.edu or 823-3696)

- Changes to Grad listservs

Jessica Cheatwood-Alvarez

(Jessica.cheatwood-alvarez@ucf.edu or 823-3228)

- Academic Progress
- Commencement
- Graduate Policy/Appeals Petitions (email gradrcrd@ucf.edu)
- Conditional Retention Plans (gradrcrd@ucf.edu)
- Dismissals & Probation/Remove from Probation (gradrcrd@ucf.edu)
- All Academic Progress and Graduation needs
- Training requests for graduate program directors and staff regarding Academic progress, e-forms, and GPS Audits

Ardavan Kariman

(Ardavan.kariman@ucf.edu or 823-4132)

Elsa Nieves

(elsa.nieves@ucf.edu or 823-4163)

- Degree certification
- Diplomas
- Eforms
- Graduation reports
- Intents to Graduate
- Name Change/Address Change Requests

Emily Stettner

(emily.stettner@ucf.edu or 823-3530)

- Thesis/Doctoral committee forms (email gradcommittee@ucf.edu)
- Nine-hour Hold release
- Registration troubleshooting (email gradservices@ucf.edu)
- Program Review and Graduate Faculty (email gradfac@ucf.edu)
- New Faculty and Staff training
- Residency Reclassification

Lorie Elrod

(lorie.elrod@ucf.edu or 822-0056)

- Admin Record Change Requests & Appeal Inquiries (email gradservices@ucf.edu)
- Registration troubleshooting (email gradservices@ucf.edu)
- Grade Changes
- Special Leave of Absences
- Traveling Scholar
- Nine-hour Hold Release
- New faculty and staff training

Carreen Krapf

(carreen.krapf@ucf.edu or 823-1165)

- Changes to Graduate Directory (college/program directors and staff)
- Graduate News
- Outstanding student and faculty story submissions
- Graduate Handbooks (email grad_web@ucf.edu)
- Training & access requests for Grad Catalog Content Management System, CMS (email grad_web@ucf.edu)
- Graduate Student Center (email gradcenter@ucf.edu)

Tara Levine

(tara.levine@ucf.edu or 823-4373)

- Professional Services Master's statewide initiative
- Academic Integrity and Ethics Workshop registration and tracking (email gradworkshops@ucf.edu)
- Graduate Student Orientation (email gradorientation@ucf.edu)
- Graduate Research forum and Student Research week (researchweek@ucf.edu)

Nathalia Bauer or Wendy Cartier

(editor@ucf.edu or 823-2739)

- Thesis and dissertation questions
- Signed Thesis and Dissertation Approval Forms
- Changes to thesis/dissertation listservs
- Pathways to Success workshops program for professional/personal development & academic integrity (email gradworkshops@ucf.edu)

Jennifer Parham

(jennifer.parham@ucf.edu or 823-4337)

- Graduate financial assistance questions and services
- Presentations for prospective or current students regarding graduate financial assistance
- Training requests for graduate program directors and staff regarding graduate financial assistance

Reshma Sharma (823-1504)

- Assistantship offers, ePAFs, tuition remission, Teaching Qualification forms

Joy Kittredge (823-0127)

- Fellowship payments, tuition remission, and health insurance

Mary Bermudez (823-5467)

- GTA Performance Assessments

Evelyn Morales (823-3772)

- GTA Training and SPEAK test

Reshma, Joy, Mary, and Evelyn

- Assistantship offers, requirements and processing, including ePAFs/Assistantship Agreements, tuition remission, health insurance, Teaching Qualifications (GTA 9183) form, and Supplemental Assignment form (gradassistantship@ucf.edu)

Debra Winter

(debra.winter@ucf.edu or 823-3567)

- Graduate catalog, websites, handbooks and other publications
- Thesis/dissertation
- Pathways to Success workshops program for professional/personal development & academic integrity
- Graduate Student Center management
- Program development
- Course Action Requests
- Graduate Council