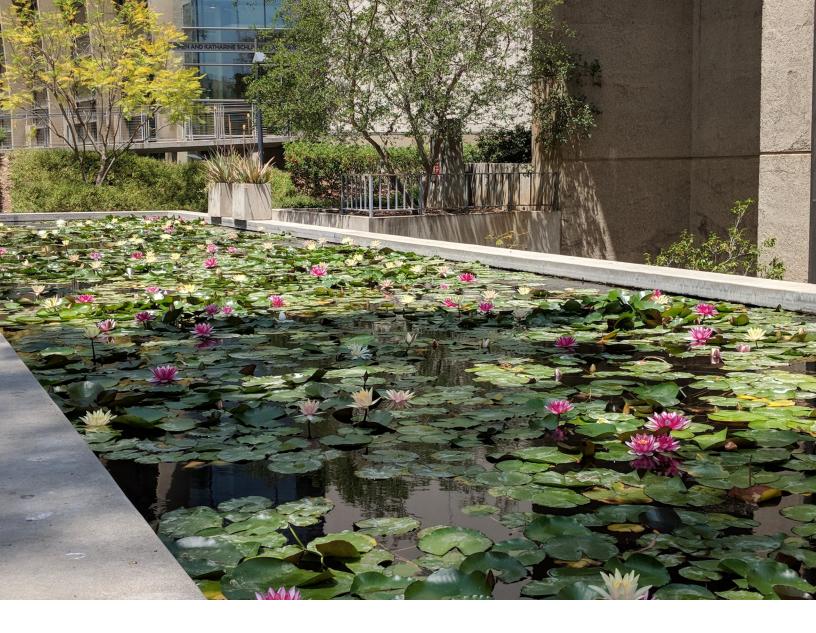
# CALTECH STUDENT RESOURCE GUIDE

CURATED BY STUDENT<u>WELLNESS SERVICES</u>



### About This Guide

To all of our readers, we hope you find this guide helpful in highlighting the numerous resources at Caltech. In this guide, we have listed specific departments, as well as programs, groups, and workshops available to undergraduate and graduate students.

If you are a staff or faculty member reading this, and are seeking support for yourself, please visit the Staff and Faculty Consultation Center located at 315 S. Hill Ave.

#### https://sfcc.caltech.edu/

Though we make an effort to create an accurate and comprehensive guide, information in this guide is subject to change. We recommend visiting the websites of the resource you are interested in for the most up-todate information.

If you have any comments or would like to add a suggestion to be included in this guide, please email: graceho@caltech.edu

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The contents of this guide are listed alphabetically. If you are viewing this guide electronically, simply use the search function to quickly find what you are looking for.

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### Academics and Research Committee (ARC)

#### https://sites.google.com/site/arccaltech/

The Academics and Research Committee (ARC) is the academic branch of student government at Caltech. The ARC's goal is to improve the student academic and research experience at Caltech and act as a liaison between students and faculty on academic matters.

### ASCIT

#### http://donut.caltech.edu/

ASCIT stands for the Associated Students of the California Institute of Technology. ASCIT works to offer resources and services to better improve the Caltech undergraduate experience.

### Athletics

#### http://gocaltech.com/

The Caltech Department of Athletics, Physical Education, and Recreation is committed to the well-being of the whole student, combining physical, social, and emotional skill development to further enhance the cultivation of a sound mind and body.

The athletics department offers individual and group options for participation in intercollegiate, club, intramural, and physical education sports. Caltech fields 20 NCAA Division III varsity sports and is a founding member of the Southern California Intercollegiate Athletic Conference (SCIAC).

### Bike Lab

http://caltechbikelab.blogspot.com/

Caltech Bike Lab is a bike cooperative run by volunteers at Caltech, particularly students. We teach you how to fix/maintain your bike, organize classes on how to ride safely in the streets, host rides and other club events, teach classes on bike repair, and participate in local Pasadena/Los Angeles bike community outreach to try to make the streets safer for everyone, not just cars. Visitors may drop in on our regular office hours, where anyone can come and get access to tools and assistance with bike repair FREE without needing to get a key.

Approximate Address: 1331 East California Boulevard, Pasadena, CA 91125, USA

<u>Google Maps Link</u> Enter the parking lot with the black metal gates. We're immediately on your left below Dabney House.

Operation hours vary, check their website for an updated calendar of office hours.

### **Bike Share**

#### https://sites.google.com/a/placehome.us/caltech-bikeshare/

The Caltech Bikeshare is a program run by members of the Caltech community for members of the Caltech community. Bikeshare offers Caltech students, faculty, and staff to borrow bikes, helmets, and bike lights for free!

You are responsible for keeping yourself and your bike safe. Checkout is for 24 hours and we do not allow renewals.

Location: Sherman Fairchild Library (SFL)

### Board of Control (BoC)

#### http://donut.caltech.edu/ascit/BoC Reps

"No member of the Caltech community shall take unfair advantage of any other member of the Caltech community."

The Board of Control (BoC) is a committee charged with hearing cases of potential Honor System violations among undergraduates. The committee membership is entirely undergraduate. Decisions are reviewed by the Dean of Students.

#### Caltech Accessibility Services for Students (CASS)

#### http://www.cass.caltech.edu/

CASS will make every reasonable effort to provide academic adjustments and other reasonable accommodations to otherwise qualified students with known disabilities, consistent with Caltech's obligations under the Americans with Disabilities Act (ADA) of 1990, and Section 504 of the Rehabilitation Act of 1973. Our goal is to ensure that our students receive equal access to all Institute programs and services. To that end, we seek to balance the student's right to access with our obligation to protect the integrity of Institute programs and services.

Please follow the instructions on the website to register with CASS and receive reasonable accommodations.

### Caltech Alumni Advisors Network

#### https://alumniadvisors.caltech.edu/

The Caltech Alumni Advisors network is an online mentoring platform that connects you with alumni who are willing to offer career advice. Connect with alumni to discuss career paths, receive feedback on your resume and cover letter, have a mock interview, get advice on applying for graduate school and fellowships, and more!

### **Caltech Cares**

#### http://caltechcares.caltech.edu/

The CARE Team is a multidisciplinary group of professional staff from key areas of the Institute. Each member brings knowledge and expertise in fields including mental health, crisis intervention, student development, staff consultation, campus security, academic support, residential life, and more.

The CARE Team meets weekly to review CARE Referrals, develop plans for intervention and support, plan training and outreach, and engage in professional development activities to continue to enhance the CARE Team's functioning.

### Caltech Center for Diversity (CCD)

#### https://diversitycenter.caltech.edu/

The Caltech Center for Diversity (CCD) mission is to provide education, advocacy, and allyship in order to increase institutional and personal capacity for diversity, ensuring a community committed to equity and inclusive excellence. The CCD is also available if you are in need of a non-clinical confidential resource.

**Location:** Center for Student Services - 2nd Floor Common Room **Hours:** Monday - Friday 8:30 a.m. - 5:00 p.m. Walk-in or appointments available.

### Caltech Dining Services (CDS)

#### http://dining.caltech.edu/students

In addition to providing the food service on campus, Caltech Dining Services offers Kosher and Halal meals, late-plates to student athletes others who are unable to make house dinners, Get-Well Meals to students who are sick and any other special dietary requirements.

### Caltech Y

#### https://www.caltechy.org/

Founded by students in 1916, the Y was organized to provide extracurricular activities planned and implemented by students as an opportunity to learn leadership skills and discover themselves. The mission of today's Y remains the same—to provide opportunities that will prepare students to become engaged, responsible citizens of the world. The Y seeks to broaden students' worldviews, raise social, ethical, and cultural awareness through teamwork, community engagement, activism, and leadership.

Location: 505 S. Wilson Avenue, Pasadena, CA 91106 Hours: Monday - Friday 9:00 a.m. - 5:00 p.m.

### Career Development Center (CDC)

https://www.career.caltech.edu/

We offer support at all stages of career development for students from exploration of interests and career options to job hunting specifics such as mock interviews and salary negotiation techniques. We maintain a career library, provide a program of career exploration workshops, job search workshops, and individual counseling sessions to provide the information and personal support that students require as they make and implement decisions about their careers.

Location: Center for Student Services - 3rd Floor, Room 310 Pre-health walk-in advising is available Tuesday and Thursday Hours: 9:00 a.m. - 11:00 a.m. and 1:30 p.m. - 4:00 p.m. General walk-in advising (e.g. resumes, cover letter critiques) is available Tuesday, Wednesday, and Thursday Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. 9:00 a.m. - 11:00 a.m. and 1:30 p.m. - 4:00 p.m.

#### Center for Teaching, Learning and Outreach (CTLO)

#### http://ctlo.caltech.edu/

Formally started in August 2012 and reporting to the Office of the Provost, the Caltech Center for Teaching, Learning, & Outreach (CTLO) supports and connects university teaching and learning with K-12 and public educational outreach under a unified umbrella.

In this way, Caltech faculty can easily access services related to teaching a wide variety of audiences. Caltech students, both graduate and undergraduate, also gain experience designing, delivering, and assessing educational offerings in a variety of settings. These experiences contribute to multi-disciplinary knowledge, communication, mindset as early career role models and mentors, and future success in STEM-related fields.

Location: Center for Student Services - 3rd Floor, Suite 360 Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. Appointments are encouraged. Email ctlo@caltech.edu to make an appointment.

### CRC (Conduct Review Committee)

https://deans.caltech.edu/honorcode/honorsystem

The Conduct Review Committee (CRC) is comprised of students, faculty, and administrators. The CRC hears cases of non-academic breaches of the Honor Code, as well as policy violations.

### **Counseling Services**

#### https://counseling.caltech.edu/

The mission of Counseling Services is to support and promote the mental health of Caltech students in order to improve the quality of their lives and aid them in achieving academic success. Services include individual psychotherapy, couples therapy, substance abuse consultation and referral, psychiatric evaluation and medication, crisis intervention, and more.

Location: 1239 Arden Road, Pasadena, CA 91106 Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. After Hours Counseling Hotline: (626) 395-8331 and press "2"

### **Deans Tutors**

#### http://deans.caltech.edu//Services/tutor

Click the link above to access a list of tutors available for classes. If you do not find a tutor for the course you need, please email Beth Larrangaga at rosel@caltech.edu

### Fellowships Advising and Study Abroad

#### http://fasa.caltech.edu/

Our goal is to help Caltech undergraduate and graduate students seek out information on, and apply for a wide variety of highly competitive fellowships for study both in the U.S. and abroad. our office also handles Caltech's official study abroad programs. We offer several study abroad programs that Caltech students may participate in for one term during their junior or senior year. The Caltech Scholars study abroad programs offer students the opportunity to study science and engineering and receive Caltech option or general credit.

Location: Center for Student Services - 3rd Floor, Room 319 Hours: Monday - Friday 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m.

### **Graduate Deans Office**

#### http://www.gradoffice.caltech.edu/

The Graduate Office is the coordinating office for all matters related to graduate-level studies at Caltech. The Dean of Graduate Studies and his staff are also responsible for counseling and advising students with special needs. This entails working closely with the students and faculty as well as organizations such as the Graduate Honor Council, Graduate Student Council, and various Student Affairs offices.

Email Angelica Cuevas at amcuevas@caltech.edu or call (626) 395-6346 set-up an appointment or stop by.

Location: Center for Student Services - 2nd Floor, Room 230 Hours: Monday - Friday 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m.

### Graduate Student Council (GSC)

#### https://gsc.caltech.edu/

The Graduate Student Council (GSC), incorporated on April 19, 1985, is the student government for Caltech graduate students, and it is our mission to "improve the academic, professional, and social experience of graduate students at Caltech by engaging with campus offices, building a diverse and vibrant community, and advocating for a better quality of life." All enrolled Caltech graduate students are members of the Caltech GSC. The GSC interacts with the institute's administrative bodies to put forward the interests of the graduate student body.

### Health Advocate Program

#### http://healthadvocate.caltech.edu

The purpose of the Health Advocate Program is to provide Caltech undergraduate students with training to become qualified "advocates" for their fellow students' emotional and physical health. The expectation of the Health Advocate is that they will respond to situations in their House and within the campus community that require emergency first-aid, attention to routine medical problems, peer counseling or crisis intervention.

The Caltech Health Advocate Course (SA80ABC) requires enrollment for each of the 3 academic terms. Students receive 3 units of P/F course credit per term.

### **Health Services**

Weekends: 9:00 a.m. - 5:00 p.m.

#### http://www.healthcenter.caltech.edu/

Student Health Services is committed to providing caring, compassionate and cost effective health care and health promotion services that are specifically designed for the unique needs of our students. Services include primary care, referrals to specialists, laboratory testing, vaccines, preventative care, allergy shots, gynecological care, and more.

Location: 1239 Arden Road, Pasadena, CA 91106 Hours: Monday - Friday: 8:00 a.m. - 5:00 p.m.

For emergencies, please call campus security on campus at (626) 395-5000. If off-campus, please call 911.

<b>Closest Urgent Care Center:</b>	Closest 24/7 Urgent Care:	Closest Emergency Room:
UrgentMed Urgent Care	797 S Fair Oaks Ave.	Huntington Memorial Hospital
600 S. Lake Ave. Suite 105	Pasadena, CA 91105	100 W. California Blvd.
Pasadena, CA 91006	(626) 795-2244	Pasadena, CA 91105
(626) 844-8848		(626) 397-5112
M-F: 8:00 a.m 8:00 p.m.	Open daily 24 hours	Open daily 24 hours

### **Hixon Writing Center**

#### http://writing.caltech.edu/

We provide one-to-one tutoring experiences for students that are collaborative and interactive. These meetings teach students composing strategies and introduce them to the many rhetorical choices available to academic writers. We also lead group workshops and presentations on topics of student interest.

Location: Center for Student Services - 3rd Floor

**Hours:** Hours vary, check the "Writing Center Scheduler" via access.caltech.edu to sign up for a personal appointment with a writing specialist or tutor.

### Interhouse Committee (IHC)

#### http://ihc.caltech.edu/

The Interhouse Committee of the California Institute of Technology exists for the purpose of allowing communication between the eight Student Houses towards the solution of common problems. The IHC acts as a representative and liaison for all members of the House system to Caltech administration and faculty. The committee consists of the eight house presidents, plus a chair and secretary.

### International Students Programs (ISP)

#### https://international.caltech.edu/programs

The International Offices work together to support the international community at Caltech and JPL and to enhance the academic, cultural, and social pursuits of students and scholars from abroad through knowledge and expertise in immigration, advising, and cross-cultural programming. International Students Programs is a great source of support for international students and holds events throughout the year such as Intercultural Discussion Group.

Location: Center for Student Services - 2nd Floor, Suite 250
Hours: Monday - Friday: 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m.
Walk-in hours are 1:00 p.m. - 4:00 p.m.

### Let's Talk

http://wellness.caltech.edu/services/counseling-services/services/lets-talk

Let's Talk is a brief, confidential and informal conversation with a Counseling Services staff member. Drop-in hours will be hosted at various locations on campus throughout the year, and it is available on a first-come, first-served basis. Undergraduate and graduate students are welcome to stop by to meet and chat with a counselor, problem-solve concerns, ask questions, find advocacy opportunities or explore resources and options available on and off campus. Let's Talk generally has a minimal wait time and is a great opportunity to get to know our Counseling Services clinicians.

## LGBTQ+ Working Group

The LGBTQ+ Working Group seeks to advance training, science, researching and community collaboration to address institutional disparities and enhance the experience of lesbian, gay, bisexual, transgender, queer, plus (LGBTQ+) campus community members.

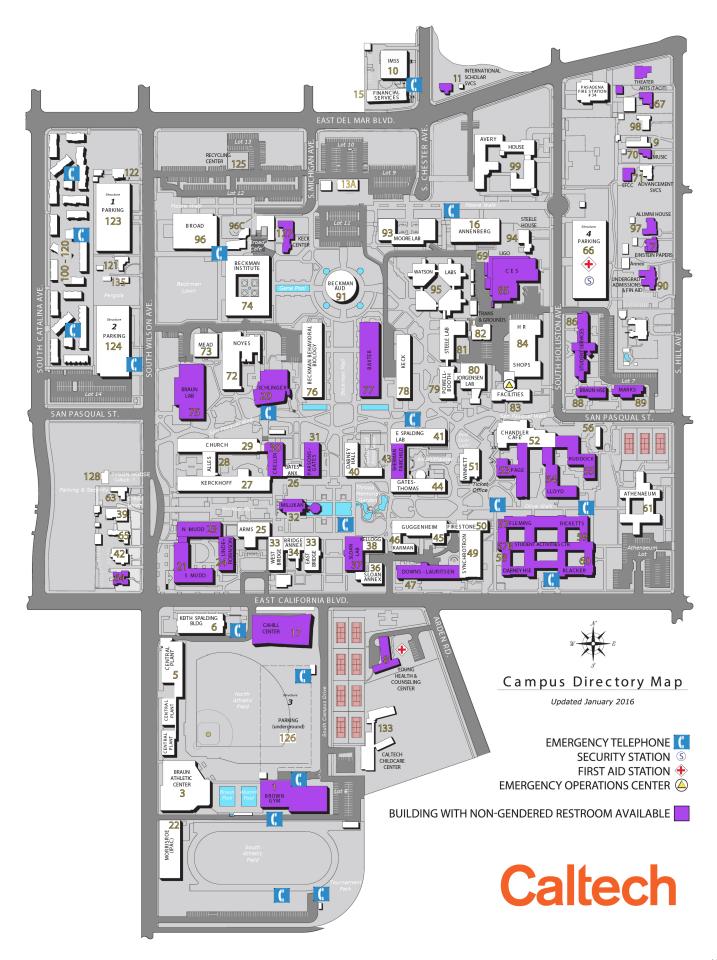
Please email Taso Dimitriadis at taso@caltech.edu for more information.

### **Library Services**

#### https://www.library.caltech.edu/

The Library provides Windows and Apple desktop and notebook computers for the campus community. iMac and Windows workstations are located in Sherman Fairchild, Cahill, Dabney, Geology and Millikan Lookout. Windows notebook computers are available for checkout in Sherman Fairchild. These are all equipped with a suite of the most commonly needed software. In addition, a wide variety of equipment is available for loan, including laptops, iPads, Kindles, digital cameras, projectors and game consoles.

The Caltech Library TechLab provides members of the Caltech community unfettered hands-on access to innovative technologies ranging from 3D printing and scanning to circuit board manipulations and more! Located on the ground floor of the Sherman Fairchild Library, the TechLab is open Monday to Friday 9am to 5pm, with access available through key checkout at all other times the Library is open.



### Millikan Library 9th Floor Study

#### http://teachlearn.caltech.edu/Core

Group study sessions on the 9th floor of Millikan give students an opportunity to find others and collaborate/discuss course material, with peer tutors in attendance to answer questions and assist. See program details for the full schedule available each term.

**Location:** Millikan Library 9th Floor **Hours:** Varies, see program details for the full schedule.

### Muslim Student Association (MSA) Prayer Room

The Muslim Student Association (MSA) is a religious organization dedicated to establishing, providing and maintaining Islamic services on campus. The Caltech MSA is open towards students, postdocs and staff. We provide a Prayer Room on campus (CES 211) as well as a weekly Jummah (Friday) Prayer. Please email the MSA for code access or off hour access. Join the Caltech MSA email list (<u>citmsa@caltech.edu</u>) to get updates on events!

For more information, please contact the MSA Advisor, Ainul Huda, at anulhda@caltech.edu or the MSA Student President, Hamza Raniwala, at hraniwal@caltech.edu.

### **Occupational Therapy Services**

#### http://ot.caltech.edu/

Occupations are all the things you occupy your time with. This includes the things you need, want or are expected to do. Common topics include time management, coping with stress and anxiety, getting better sleep, making more meaningful use of your time, and planning and organization. Services offered include individual sessions and consultations to help you meet your goals!

Location: Center for Student Services - 2nd Floor, Room 248 Additional services offered at 1239 Arden Rd. Hours: Monday - Friday: 8:00 a.m. - 5:00 p.m.

### Office of Equity and Title IX

http://titleix.caltech.edu/

Title IX of the Education Amendments of 1972 is a comprehensive federal law that prohibits discrimination on the basis of sex in federally-funded education programs or activities.

At the California Institute of Technology we take compliance with Title IX seriously and we are committed to providing an environment free from discrimination, including discrimination on the basis of sex.

 Location: Center for Student Services - 2nd Floor, Room 205
 Hours: Monday - Friday: 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m. Apppointments are encouraged.

### **Office of Residential Experience**

The Office of Residential Experience provides oversight for the residential experience staff including Resident Associates and Residential Life Coordinators, as well as the Student Activities and Programs office and the Faculty-in-Residence program.

### Peer Advocate Program

#### http://peeradvocate.caltech.edu

A Peer Advocate is a student leader who is trained, through a weekly year-long course addressing listening skills and mental health issues, and committed to enhancing the residential experiences of students at Caltech. Peer Advocates collaborate with campus partners to educate, support, and uphold campus community standards by providing resources and facilitating interactions that contribute to a positive living environment for all members of the community.

### **Rise Tutors Program**

#### https://caltechy.org/programs\_services/tutoring/

The Rise Program is an on-campus afterschool math and science-focused tutoring program serving public schools students. The Caltech Y has been administering the program since 2006 and the program has been successful at helping students who struggle with math and science. The tutoring is provided by Caltech undergraduate and graduate students. Undergraduate students can use their Federal and Caltech Work-Study allotment to get paid for the tutoring.

### SilverCloud Health

https://caltech.silvercloudhealth.com/signup/

Choose from three online programs to help you better manage stress, depression, and anxiety. Each module takes 20-40 minutes to complete, and is based in cognitive-behavioral therapy. You can track your mood and symptoms over time, complete brief self-guided exercises, and learn practical skills that will help you feel better.

Hours: 24/7 online on your computer, tablet, or phone

### Student-Faculty Programs (SFP)

http://sfp.caltech.edu/

The Student-Faculty Programs (SFP) office provides support to students wishing to participate in undergraduate research. We administer several summer undergraduate research programs, including the SURF, Amgen Scholars, and WAVE Fellows programs. SURF, (Summer Undergraduate Research Fellowships) is our flagship program! Other programs include Summer Undergraduate Research Fellowships Exchange Programs, NASA/ JPL Summer Programs and opportunities available during the academic year.

Location: 315 S. Wilson Ave. Hours: Monday - Friday: 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m. Walk-ins are welcomed after 9:00 a.m.

### **Undergraduate Deans Office**

#### https://deans.caltech.edu/

The Dean of Undergraduate Students Office fosters the academic and personal growth of undergraduate students through counseling and support for student activities. It also serves as the liaison between students, faculty, and the rest of Student Affairs. Please email deansoffice@caltech.edu or call (626) 395-6351 to schedule an appointment. You may also stop by.

Location: Center for Student Services - 2nd Floor, Room 210 Hours: Monday - Friday: 8:00 a.m. - 12:00 p.m. and 1:00 p.m. - 5:00 p.m.

### Women Mentoring Women (WMW) Program

http://diversitycenter.caltech.edu/programs/mentoring

The purpose of Caltech's Women Mentoring Women (WMW) program is to provide support for women students as they negotiate their academic, professional, and personal development.

**For graduate students:** The WMW graduate program matches postdoctoral scholars with upper-level graduate women and upper-level graduate women with first-year graduate women for a one-to-one mentoring experience.

**For undergraduate students:** Students will pair first- and second-year undergraduate women and upper-class undergraduate women for a one-to-one mentoring experience. In addition undergraduates can request to have a Caltech staff member or a graduate student as a mentor.

**For postdocs:** Join us either as mentors for graduate students who are looking for their next steps or join a Postdoc mentoring Pod by emailing ekescoba@caltech.edu

**For Staff:** Help facilitate mentoring "families" or pods. Each pod will be composed no more than 6 people undergraduates, graduates, postdocs for a monthly hour or half hour to catch up and connect with each other.

# WORKSHOPS AND GROUPS

For a comprehensive list of workshops and groups, descriptions, and dates, please visit: <u>http://wellness.caltech.edu/resources/workshops-and-groups</u>

For groups with pre-screenings, Call (626) 395-8331 and ask for a screening appointment for the group you wish to attend.

## **Drop-in Groups and Workshops**

- Emotional Well-Being Workshop Series
- Techers of Color (formerly Grad Chats)
- Intercultural Discussion Group
- Married and partnered Women's\* Group
- Meditation Mob
- Procrastination Workshop
- Tackle the Term

### Groups with Pre-screening

- Cognitive-Behavioral Therapy for Insomnia
- Mindfully Resilient
- Social Confidence Group