DC Metro Area
Student Services
About the Graduate School

• The Virginia Tech Graduate School is responsible for the development, administration, and evaluation of graduate education throughout the University, and administers all graduate degrees.

• We are committed to building and nurturing an inclusive community where scholars from all backgrounds and academic disciplines can be curious, learn from each other, and serve as leaders in a continually changing, increasingly global setting.

• Our Transformative Graduate Education experience empowers students and faculty to address the complex challenges of today’s society and tomorrow’s future.

"Our primary objective is to help students thrive, not just survive, during their graduate education experience."

Dr. Aimeé Surprenant
Dean for Graduate Education
Graduate School: Student Services (1)

- Graduate Student Services Office and DC International Student Services offices are located on the 4th floor of the Northern Virginia Center in Falls Church and serve all sites in the DC Area.

- Refer to the New students guide to obtain more information for services provided

<table>
<thead>
<tr>
<th>Graduate Student Services Office</th>
<th><a href="mailto:gssoncr@vt.edu">gssoncr@vt.edu</a></th>
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<tbody>
<tr>
<td><strong>Enrollment</strong></td>
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<tr>
<td>Assist with various record changes: leave of absence, name change, change of, degree status, course withdrawal</td>
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<tr>
<td><strong>Academic Progress</strong></td>
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<tr>
<td>Assist with the various items throughout the program: course justification, transfer credits, plan of study changes and final plan of study approval</td>
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<tr>
<td><strong>Graduation</strong></td>
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<tr>
<td>Assist with the various items at the end of the program: Application for Degree, Final Exam Approval, Clearance, Degree Awarding, Letter of Degree Completion</td>
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<table>
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<tr>
<th>DC International Student Services</th>
<th><a href="mailto:intlncr@vt.edu">intlncr@vt.edu</a></th>
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<tbody>
<tr>
<td><strong>Immigration</strong></td>
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<tr>
<td>Provide immigration information on how to maintain visa status throughout enrollment</td>
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<tr>
<td><strong>Student Services</strong></td>
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<tr>
<td>Provide important immigration services, designed to help international students be successful in their transition to life in the United States.</td>
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<tr>
<td><strong>Advising Appointments</strong></td>
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<tr>
<td>Ensure students are following all regulations and policies for enrollment requirements as an international student.</td>
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Many immigration-related services are available through the IntlHokies web portal
Graduate School: Student Services (2)

- Foster student success through affinity groups, diversity & inclusion programs, and individual advising on topics such as academic writing, work-life balance, and funding. Assistant Dean Chontrese Hayes is based in Falls Church and can be reached at chontresehayes@vt.edu.

- Publish a weekly student newsletter and announcements relevant to life in the DC Area, such as employment and recreational opportunities.

- Host events throughout the year such as Orientation, Thanksgiving, Lunar New Year, Graduate Education Week, and Commencement.

- Offer professional development, including courses, certificates, workshops, and fellowships.

- Enhance teaching skills with the GTA workshop, Graduate Academy for Teaching Excellence, and the Center for Communicating Science.

- Support the Graduate and Professional Student Senate for the DC Area.

- Manage social media communities on Facebook and LinkedIn.

- Students can discuss concerns and conflicts with the Graduate School Ombudsperson. Ombudsperson Bryan Hanson is based in Blacksburg but is available to all graduate students. Contact: 540-231-9573 or bryanh76@vt.edu.
University Services

Based out the 4th floor of the NVC and as scheduled in VTRC-A and WAAC, the DC Hokie One Stop services are available on site or virtually. Use the contact information below to make an appointment and check out the website for more services such as enrollment services, inclusion and diversity, veteran services, events, parking and much more!

- In person individual counseling appointments and support groups
- TimelyCare- a 24/7 virtual option for counseling and resources
- Other wellness classes, workshops, and on demand resources
- Dr. Julie Kaplan 540-231-6557, jskaplan@vt.edu or online

- Support and care in crisis, referrals, student conduct advising, class absence verification
- Help with personal/family/financial emergencies
- Phillip Hernandez de Wright 540-231-3787 or phernandez@vt.edu

- Takes and processes reports of discrimination and harassment
- Disability-related accommodations
- Gennelle Chatman 540-231-7762 or gennelle@vt.edu
University Resources

- Research assistance, Interlibrary Loan, 3D Printing
- Student ID/Hokie Passport: Make an appointment bit.ly/nvcHokieP
- Reserve a study/collaboration room at the NVC bit.ly/nvcseats
- Library locations
  - NVC and VTRC-A (book drop) 703-538-8340 nvclibrary@vt.edu
  - Washington-Alexandria Architecture Center 570-231-6386

- Customized career coaching and advising for DC area & virtual graduate students
- Professional Development workshops and employer engagement
- Kerry Spitze kspitze@vt.edu
- https://career.vt.edu/advising/appointments

- Learn about and enroll in VT Student Health Insurance Plans
- Get help with navigating providers and insurance claims
  - 540-231-6226 or smi@vt.edu

- Search and view rentals by proximity to campus, find roommates, and access renter resources https://dc.offcampus.vt.edu/
- The Gallery Apartments in Old Town Alexandria, contact bookings@4stay.com
Graduate School Orientation Information

Online Version

- Tuesday, August 16 at 7:00 pm
- Register for the webinar.

In-Person Version

- Saturday, August 20 at 9:00 am
- Room 214, Northern Virginia Center
- 7054 Haycock Road, Falls Church, VA
- RSVP for this event

Student Services Open House

- Tuesday, August 23, 5:00 -7:00 pm
- Northern Virginia Center main lobby, or online.