

## Availability of Employees for Information Dissemination Policy

Date Effective: August, 2018

Issued By: President's Executive Council

Contact: Admissions Office, 814-393-2306

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### Policy:

Clarion University has designated the Office of Admissions to meet the Availability of Employees for Information Dissemination requirements by the U.S. Department of Education. The Office of Admissions is staffed by full-time employees who are available during normal operating Clarion University business hours which are Monday-Friday 8:30 a.m. to 4:30 p.m. Additionally any questions can be directed via email to [admissions@clarion.edu](mailto:admissions@clarion.edu) or via phone to 814-393-2306.

Students may also visit our Student Consumer Information web page at [www.clarion.edu/studentconsumerinfo](http://www.clarion.edu/studentconsumerinfo) to review other regulations, notifications and general information related to Clarion University.