Admissions
Troutt Hall • 225 • (405) 574.1357
usao.edu/future-students/freshman-admissions
• Begins the enrollment process as a first time USAO student
• Campus tours
• Sponsor’s Student Ambassadors

Alumni Office
Troutt Hall • 108 • (405) 574.1290
usao.edu/alumni/Alum_contact.html
• Alumni memberships
• Alumni Scholarship applications

Assessment
Troutt Hall • 318a • (405) 574.1281
usao.edu/assessment-center
• Assessment Tests for Course Placement
• CAP Test – usually given in March and November
• CLEP Exams
• Graduate School Information
• NSSE – January – April

Business Office
Troutt Hall • 220 • (405) 574.1211
• Pay bills, deposits or fines
• Pick up work-study check or financial aid reimbursement check (Must have student ID)
• Set up payment plan
• Set up book vouchers

Financial Aid
Troutt Hall • 112 • (405) 574.1240
usao.edu/financial-aid
• FAFSA
• Federal & State aid programs
• Eligibility, awarding & applying aid, but refunds handled by Business Office
• Scholarships and aid resources

Food Services SODEXO
Student Ctr Cafeteria • (405) 574.1254
usao-dining.com
• Any meal plan changes should be directed to Student Affairs
• Student Center 3rd floor
• Meal plans are listed on a trimester basis
• Meal swap is available at the listed times
• You can purchase your meal and an additional meal at the same time

Health Services
Student Center • 3rd Flr • (405) 574.1331
usao.edu/current-students/services/health-services
• Assist with medical referrals
• Contraceptives available upon request
• Health Insurance information
• Immunization records
• Over the counter medications

Information Services
Austin Hall • 113 • (405) 574.1245
usao.edu/info-services/
• Computer related issues and / or questions
• Internet services
• Student email

Mail Room
Lawson Clubhouse • (405) 574.3417
• Fill out paperwork to get a USAO mailbox.
• List the USAO address only, NO P.O. Box.
• 1727 West Alabama
• Chickasha, OK 73018
• List full name of recipient.

Nash Library
(405) 574.1343
library.usao.edu/home/
• Check out books
• Interlibrary Loan
• Research assistance
• Tech support
• A great place to study

Registrar
Troutt Hall • 204 • (405) 574.1204
• Address changes / updates
• Class add or drop
• Enroll
• Graduation check
• Name changes / updates
• Third Trimester Fee Waiver
• Transcripts
• Withdraw from a class

Print Services
Troutt Hall • 124 • (405) 574.1280
• All services provided for a nominal fee, depending on the service

Quick Reference

Business Office
Troutt Hall • 220 • (405) 574.1211
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Pick up work-study check or financial aid reimbursement check (Must have student ID)
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Set up book vouchers

Financial Aid
Troutt Hall • 112 • (405) 574.1240
USAO Bookstore
Chickasha, OK 73018
Activity or event posters
Copies available black and white or color (>25)
Graduation announcements

Student Services
Student Center • 3rd Flr • (405) 574.1278
usao.edu/current-students
Career Services
Counseling Services
Disability Services
Health Services
Grievances
Lost & Found
Residence Life
Security
Student Activities
Reserve rooms on campus for receptions, meetings, weddings

Security
Sparks Hall • (405) 224.8066 • Available 24/7
usao.edu/current-students/campus-safety-security
Car assistance/jumper cables
Escort around campus late night
First point of contact for campus emergencies
Report any suspicious behavior
Chickasha Police (405) 222-6050

Student Success Center
Nash Library • 3rd Flr • (405) 574.1316
Receive academic counseling
Tutoring assistance for Math and Science courses
Writing Center
Tutors to assist students with their IDS coursework
Workshops for students
Assist students with future career planning and exploration of life after college.

USAO Bookstore
Student Ctr • 1st Flr • (405) 574.1304
usao-bookstore.com/
Art supplies
Books for class & leisure
Gifts, apparel, stamps & more