# CLINTON TOWNSHIP CAMPUS INFORMATION

## BUILDING AND OFFICE HOURS

Campus building hours during the fall, winter and spring quarters are listed below. Summer quarter and Saturday hours vary and are posted quarterly.

### Little Mack Campus Hours:

**Academic Office:**

| | |
|---|---|
| Monday through Thursday | 9:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Advising Office:**

| | |
|---|---|
| Monday | 8:00 a.m. to 8:00 p.m. |
| Tuesday through Thursday | 8:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |
| Saturday | 8:00 a.m. to 1:00 p.m. |

**Bookstore:**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 1:00 p.m. |

**Business Office:**

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|---|---|
| Monday through Thursday | 8:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Career Services Office:**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Faculty Work Room:**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |
| Saturday | 8:00 a.m. to 1:00 p.m. |

**Financial Aid Office:**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Library:**

| | |
|---|---|
| Monday through Thursday | 8:30 a.m. to 8:00 p.m. |
| Friday | 8:30 a.m. to 5:00 p.m. |
| Saturday | 8:30 a.m. to 1:00 p.m. |

**Learning Support Services**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 8:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |
| Saturday | 8:00 a.m. to 1:00 p.m. |

**Health Sciences Office:**

| | |
|---|---|
| Monday through Friday | 9:00 a.m. to 6:00 p.m. |

### South Gratiot Site Hours:

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |
| Saturday | 8:00 a.m. to 5:00 p.m. |

**Academic Office and Faculty Work Room**

| | |
|---|---|
| Monday through Friday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |
| Saturday | 8:00 a.m. to 5:00 p.m. |

**Admissions Office:**

| | |
|---|---|
| Monday through Thursday | 9:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Campus building hours during the summer quarter:**

### Little Mack Campus Hours:

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Academic Office:**

| | |
|---|---|
| Monday through Thursday | 9:00 a.m. to 6:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Faculty Work Room**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

### South Gratiot Site Hours:

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Academic Office and Faculty Work Room:**

| | |
|---|---|
| Monday through Thursday | 8:00 a.m. to 10:00 p.m. |
| Friday | 8:00 a.m. to 5:00 p.m. |

**Final Exam Schedule:** Final exams will be given according to the following schedule:

**Evening Classes:** Regular class will be held from 6:00 p.m. to 7:30 p.m. Final exams will begin at 7:30 p.m. on regularly scheduled night during the tenth week of classes.

**Day Classes:**
Monday and Wednesday classes: Exam on Wednesday regular time.
Tuesday and Thursday classes: Exam on Thursday regular time.

# POLICIES

**Guests and Visitors**
All adult visitors and guests of current Baker College students must register in the Academic Office. Anyone desiring to bring an adult visitor to class must also seek prior permission from the instructor. Any visitors inquiring about taking classes should see an Admissions Advisor for an appointment.

**Telephone Calls**
Incoming calls to students will only be taken in case of an emergency. These calls will be transferred to Campus Safety. Messages will not be taken, under any circumstances, by the Academic Offices.

**Student Parking**
**Permits** must be displayed by hanging them from the rear view mirror with the parking permit facing out the front windshield. Students should park only within the lined student parking areas. No parking is allowed on the grass, next to the building or in the driveway edges. No parking in handicapped spaces without placard or tag, and no parking in reserved spaces (e.g., Admissions, Employees). **Violators** will be subject to a $10.00 fine and/or be towed away at the owner's expense. Any vehicle not displaying a permit requires a Secretary of State inquiry and will have an additional $10.00 charged to the violation as an administrative fee.

**Lost and Found**
Check for items in the Campus Safety Office. If you find any articles, please take them to the Campus Safety Office.

**Food and Beverage**
Covered beverages are allowed in the classrooms. Please refrain from eating in the classrooms.

**Smoking Policy (Smoke Free Facility)**
Baker College of Clinton Township is a smoke free campus.

**President's Luncheons**
President's luncheons are held to recognize full-time students who have achieved a 4.0 grade point average during the previous term. The Campus President will notify students of the date of each luncheon.

# WHOM TO SEE ABOUT WHAT

| | |
|---|---|
| Admissions Office - | new student applications, financial aid applications, and career information. |
| Advising Office - | adding or dropping classes, withdrawals, scheduling, and advising. |
| Financial Aid Office - | financial aid (loans, grants, scholarships, and forms) and college work study. |
| Career Services - | placement, internships, externships, and career information. |
| Business Office - | payments, refunds, and book bills. |

# CLOSINGS DUE TO WEATHER CONDITIONS

If inclement weather conditions exist, listen to WWJ-950am. News of school closings will be announced on this station. Closings will also be announced on television channels 2, 4 and 7 and on the Web at www.detnow.com. Closings will also be posted on the Baker College Web site at www.baker.edu and on the phone weather line (586) 790-9729.

# DIRECTORY INFORMATION

| | | |
|---|---|---|
| **POLICE / FIRE / AMBULANCE:** | 911 | |
| **CAMPUS SAFETY:** | (586) 790-9409 | |
| **MEDICAL (Poison Control):** | (800) 222-1222 | |
| **NUISANCE/OBSCENE TELEPHONE CALLS** | SBC Annoyance Call Bureau | (800) 769-4099 |

**SEXUAL ASSAULT COUNSELING, TREATMENT AND/OR LEGAL ASSISTANCE**

Macomb County Crisis Center (calls only)
(586) 307-9100

Macomb County Prosecuting Attorney Office
Victim Witness Unit
(586) 469-5350

Turning Point Inc.
Domestic Violence & Sexual Assault
(586) 463-4430

Henry Ford Health Systems
15855 Fifteen Mile Road
Clinton Township, MI 48038
(586) 263-2300

Mt. Clemens Regional Medical Center
1000 Harrington Blvd.
Mt. Clemens, MI 48043
24-Hour Emergency Center
(586) 493-8000

**SUBSTANCE ABUSE - COUNSELING, TREATMENT, REHABILITATION, OR REENTRY PROGRAMS**

Alcoholics Anonymous
Macomb Alano Center
20900 Cass Avenue
Clinton Township, MI 48036
(586) 465-3151

Henry Ford Health Systems
15855 Fifteen Mile Road
Clinton Township, MI 48038
(586) 263-2300

Clinton Counseling Center
Two Crocker Boulevard, Su 101
Mt. Clemens, MI 48043
(586) 468-2266

Narcotics Anonymous
(248) 543-7200
www.michigan-na.org/mso

Macomb Family Services
36975 Utica Road, Suite 104
Clinton Township, MI 48036
(586) 226-3440

Macomb County Department of
Human Services
44600 Delco Boulevard
Sterling Hts., MI 48313
(586) 254-1500

Al-Anon
Peer Recovery Program for Family
Members of Alcoholics
(888) 4AL-ANON (425-2666)

Nar-Anon
Peer Recovery Program for Family
Members of Drug Addicts
(800) 477-6291

Salvation Army Harbor Light Center
Macomb County Satellite
42590 Stepnitz
Clinton Township, MI 48036
(586) 954-1838

C.A.R.E.
31900 Utica Road
Fraser, MI 48026
(586) 541-CARE (2273)

**SUICIDE PREVENTION**
Henry Ford Health Systems
15855 Fifteen Mile Road
Clinton Township, MI 48038
(586) 263-2300

**DOMESTIC VIOLENCE ASSISTANCE**
Family Violence Helpline/Turning Point
15855 Fifteen Mile Road
Clinton Township, MI 48038
(586) 263-2300

(The listing of an agency in this Directory does not constitute an endorsement by the Baker College System.)

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