

CCAC West Hills Center Contact List

Department Name	Go Here for	Office Phone Number	Room Number	Hours of Operation
Admissions (Visiting Office)	If you want to attend CCAC, need general information or want to complete an application for admission.	412-788-7518	S-1504	Friday: 8:00 a.m. – 4:00 p.m.
Advising	Questions on classes, scheduling classes, developing a plan toward graduation.	412-788-7500	S-1504	Monday thru Thursday: 8:00 a.m. – 7:00 p.m. Friday: 8:00 a.m.– 4:30 p.m.
Assistant Dean West Hills Center		412-788-7374	S-1719	Monday thru Thursday: 8:00 a.m. – 4:00 p.m.
Bookstore		412-788-7524	S-1402	Varies by semester. Usually Monday thru Thursday: 8:30 a.m. – 6:30 p.m. Friday: 8:30 a.m. – 4:00 p.m. Saturday: CLOSED
Computer Lab	Open Lab to complete any course work requiring use of a computer. Both Mac and PCs are available		S-1312	Monday thru Thursday: 7:30 a.m. – 9:00 p.m. Friday: 7:30 a.m. – 6:00 p.m. Saturday: 8:00 a.m. – 1:00 p.m.
Counseling (Visiting Office)	Information on transferring to a four-year school, career assessment, if you feel stressed out and need to talk to someone, for information on placement tests.	412-788-7515	S-1506	Wednesday & Thursday: 8:00 a.m. – 4:00 p.m.
Director West Hills Center		412-788-7511	S-1704	Monday thru Friday 8:30 – 4:30
Financial Aid	Getting help with your FASFA, work-study applications and other sources of financial aid.	412-788-7399	S-1505	Wednesday: 9:00 a.m. – 5:00 p.m.
Job Placement & Career Services (Visiting Office)	Find out about great careers in Pittsburgh, learn about internships and co-op opportunities, practice for interviews and resume writing, get information on work-study positions.	412-788-7515	S-1506	Monday & Thursday: 10:00 a.m. – 3:00 p.m.
Military and Veterans Services	Detailed information on the GI Bill, etc.	412-788-7390	S-1611	Wednesday: 9:30 a.m. – 2:30 p.m. and by appointment

Registration	Enroll in classes, get your Student ID photo, secure assistance with CCAC Central e-Services	412-788-7500	S-1504	Monday thru Thursday: 8:00 a.m. – 7:00 p.m. Friday: 8:00 a.m.– 4:30 p.m.
Security	If you have lost something, if someone is hurt or ill or is in need of first aid.	412-788-7370 (South) 412-788-7369 (North)	S-1002	Monday thru Friday: 6:00 a.m. – Midnight Saturday: 7:30 a.m. – 1:00 p.m.
Student Accounts	Pay your bills, assistance paying online or enrolling in tuition payment plan, purchase tickets at reduced prices for events all over Pittsburgh with your CCAC Student ID card.	412-788-7505	S-1500	Monday thru Friday: 8:00 a.m. – 4:00 p.m.
Student Life	Get involved on campus through clubs and organizations as well as our sports teams	412-788-7512	S-1407	Monday – Friday 9:00 a.m. – 5:00 p.m.
Student Success Coach (Visiting Office)	Help to develop an academic plan, identify and access appropriate resources.	412-788-7500 (Front Desk #)	Varies By Day	Wednesday & Thursday: 8:00 a.m. – 4:00 p.m.
Supportive Services	Submit your documentation to request academic accommodations, access assistive technology	412-788-7505	S-1510	Thursday: 8:00 a.m. – 4:00 p.m. and by appointment
Visiting Administrator		412-788-7510	S-1708	Varies By Administrator

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