

## Student Inquiries

Students' inquiries related to the curriculum are addressed to the instructors. Questions related to academics and advising are addressed to the Director of Education. Inquiries related to administrative services are addressed to the Registrar.

- Staff members should strive to respond to students' inquiries and questions promptly.
- All inquiries should be answered within 12-24 hours during working hours.
- All inquiries should be answered within 48 hours during holidays and weekends.