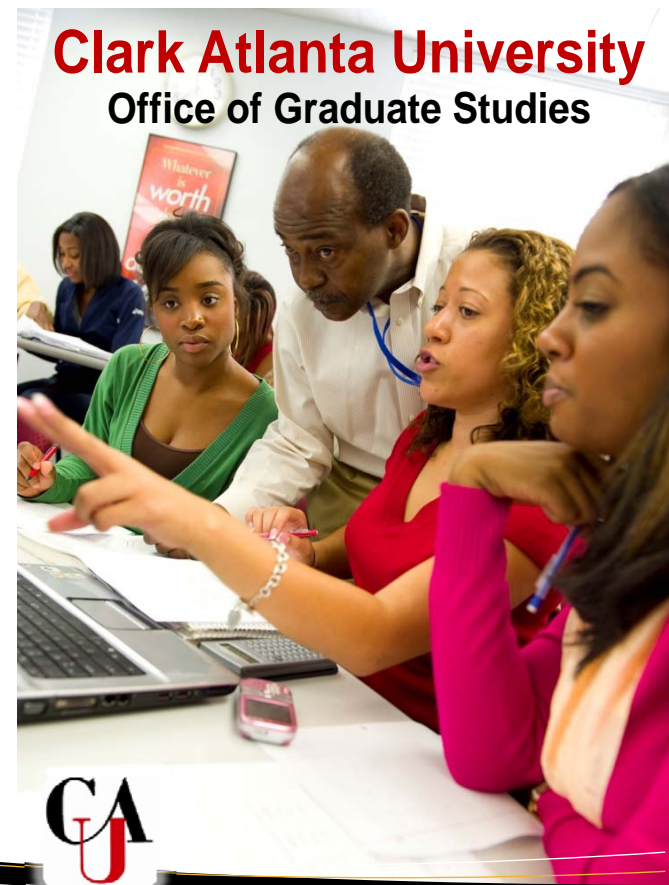




### PROVIDING QUALITY STUDENT SERVICE

The GRC is designed to enrich the experience of all graduate and professional students at Clark Atlanta University through quality student services.



### The GRC Provides

- Access to Technology
- Academic Support
- Professional Development Workshops
- Personal Development Resources
- Writing Assistance
- Campus Resource Information
- Cross Disciplinary Interaction
- Mentoring Opportunities
- Career Advisement and Opportunities
- Networking Opportunities
- Research Opportunities
- General Assistance for all Graduate and Professional Students

### Graduate Resource Center (GRC)

Kresge Hall (1<sup>st</sup> Floor)  
Clark Atlanta University  
223 James P. Brawley Dr. SW  
Atlanta, GA 30314

Tel: (404) 880 – 8699  
(404) 880 - 8689  
Fax: (404) 880 – 8535

Email: [grc@cau.edu](mailto:grc@cau.edu)

**Hours of Operation:**  
Monday – Friday  
9:00 am – 10:00 pm

# Graduate Resource Center (GRC)

Funded by Title III &  
The University

# The Office of Graduate Studies

*"The Office That Cares"*

"We are committed to assisting you in your educational endeavors, and are available to direct you to the various services that will help you in your student life at CAU."

## MESSAGE FROM THE DEAN

Greetings Graduate Students,

The Office of Graduate Studies is elated to open the Graduate Resource Center. The Center is designed as a tool to support graduate students through a successful matriculation of our graduate programs. The idea for the Center grew out of suggestions from graduate students who are committed to enhancing the experience, opportunities and resources available to the graduate student body. Since there was no space specifically designed to accommodate the needs of the graduate student body, the Office of Graduate Studies created the Graduate Resource Center to satisfy this need. The Center will serve as a 'think tank' for scholarly research, professional development and academic productivity. The Center will also offer a full range of support services including individual and group consultation, thesis and dissertation advisement, skill building workshops, a resource library, and computer and writing labs. The Center also has a reading room and a conference room for meetings. In addition, the Center serves as a perfect vehicle to network with faculty, peers and the Office of Graduate Studies staff. We encourage all graduate students to take full advantage of this important and valuable resource.

We want to give special thanks and acknowledgement to the Title III Office, the Facilities Management Department, and the Office of Information and Technology Communications (OITC) for their support of the Center. Lastly, special thanks to the Graduate Technology and Academic Support Program (GTASP) and the rest of the Office of Graduate Studies staff for their commitment to facilitating graduate student professional development and academic achievement.

Welcome to the Center!

Dr. Bettye M. Clark, Interim Dean  
Office of Graduate Studies

## The Graduate Resource Center (GRC)

The Office of Graduate Studies developed the Graduate Resource Center (GRC) as part of the Graduate Technology and Academic Support Program (GTASP), funded by Title III and the University. The GRC is designed to create an environment that supports student learning, networking, cross disciplinary interaction, and the integration of technology.

The GRC is a resource, referral, and information center which serves as a central location providing programs and services specifically tailored to the needs of graduate students.

## An Overview of the Services We Provide

### GRADUATE WRITING CENTER (GWC)

The Graduate Writing Center is designed to provide assistance to graduate students based on their writing needs. The goal of the GWC is to increase students' skill level, confidence, and independence as writers.

The GWC offers friendly, experienced, and FREE writing consultation appointments to all registered CAU graduate and professional students. In addition, we also offer a variety of writing training workshops and seminars throughout the academic year.

### THE READING LOUNGE

The Reading Lounge is designed for comfort and student interaction. It serves as a meeting place for exchanging ideas, asking questions and social interaction.

### COMPUTER LAB

The Graduate Computer Lab is open to all registered graduate and professional students. The lab includes 12 desktop computers, 4 additional workstations for personal laptops, and the latest research software.

### CONFERENCE/MEETING ROOM

The Conference/Meeting Room is designed for group meetings or group study sessions. This room includes telephone conferencing, an LCD projector, smart board, internet access, and seating for 10.

### PRIVATE STUDY ROOM

The Private Study Room is designed for individual or small group study sessions.



**Graduate Studies Mission Statement:** The Mission of the Office of Graduate Studies is to facilitate and support graduate programs and enable diverse learners to matriculate and graduate by collaborating with the various Schools to assist students in attaining mastery in knowledge, scholarly research, and creative skills critical to advance in their academic and professional careers.

**Vision:** The Office of Graduate Studies, in collaboration with graduate programs, will improve and enhance student recruitment, retention, and graduation by providing educational services and support to develop graduates who will serve society and be recognized for excellence in global engagement and intellectual contributions.