<table>
<thead>
<tr>
<th>Question category</th>
<th>Specific question</th>
<th>Who to reach</th>
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</table>
| General question and financial issues |   | CENTRAL STUDENT SERVICE DESK (CSSD)  
Location Roetersseiland Campus: REC-E, central hall, Roetersstraat 11  
Tel: +31(0)20 525 8080  
The CSSD is open on workdays from 09:00 – 17:00 |   |
| Questions about rules and regulations, facilities | ✓ Studielink enrolment  
✓ UvA de-enrolment  
✓ Tuition fees  
✓ Study finance  
✓ UvAnetID  
✓ Lost passwords (UvAnetID and Blackboard) | STUDENT COUNSELLORS  
Location Roetersseiland Campus: REC-E, 9th - 11th floor, Roetersstraat 11  
Telephone consultations: Tuesdays until Fridays from 09:00 – 10:00, Tel: +31(0)20 525 8080  
Schedule appointments by phone: On workdays from 09:00 – 17:00 |   |
|   | ✓ Dyslexia or other functional limitations  
✓ High-level competitive sport  
✓ Specific questions/problems regarding study finance  
✓ Information on scholarships | EDUCATION DESK COMMUNICATION SCIENCE  
Location: REC-C7.02, Nieuwe Achtergracht 166  
Tel: +31(0)20 525 3003  
Email: educationdesk.cs@uva.nl  
The Education Desk is open on workdays from 09:00 – 17:00 |   |
| Questions about Communication Science programme | ✓ Appointment with study adviser  
✓ Questions about course registration  
✓ Questions about Blackboard registration  
✓ Questions about your SIS studyplan  
✓ Communication Science rules & regulations  
✓ A print-out of your study results  
✓ Requesting your diploma | STUDY ADVISERS  
Location: REC-C6.02 | Nieuwe Achtergracht 166  
Tel: Appointments can be made via the Education Desk: +31(0)20 525 3003  
Lena Kublenz-Gabriel, Julia Brand,  
Boy Hennevelt  
Reachable:  
Walk-in hours: Tuesday 14:00 – 16:00 (Phone) appointments: through Education Desk, Tel: +31(0)20 525 3003  
Location: waiting area at REC C 6.01  
Email: graduateschoolofcommunication@uva.nl |   |
| Questions about workgroup- and/or exam grades  
Questions about attendance/absence work groups  
Questions about a course, the literature, etc. | STUDY ADVISERS MASTER’S  
Walk-in hours: Tuesday 14:00 – 16:00  
Location: waiting area at REC C 6.01  
Email: graduateschoolofcommunication@uva.nl |   |
| Questions about the procedures or approach of Master’s thesis | METHODS DESK  
Location: Education Desk CS, REC C7.02  
You could ask your question(s) on workdays between 13:00 – 15:00 |   |
| Questions regarding statistics and methodology | OMBUDSTUDENT (PRE-)MASTER’S  
Timothy Dörr  
Email: ombudstudent-cw@uva.nl |   |
| Questions/requests regarding exams/exam results (after consulting lecturer/study adviser)  
Requests for dispensation entrance requirements | EXAMINATIONS BOARD  
Letter to:  
Use the online form via student.uva.nl/mcs. Go to the A-Z menu and click on the page ‘Examinations Board’  
(can also be dropped off at Education Desk) |   |
| Issues with inappropriate behaviour | CONFIDENTIAL ADVISER FMG:  
Mirjam Koelewijn  
Email: M.G.Koelewijn@uva.nl  
Els Kuiper  
Email: E.J.Kuiper@uva.nl |   |
| Questions regarding admission, housing & visa | ADMISSIONS OFFICE:  
Boy Hennevelt  
Email: admissions-cs@uva.nl |   |
| Questions about workgroup- and/or exam grades  
Questions about attendance/absence work groups  
Questions about a course, the literature, etc. | STUDENT CAREERS CENTRE (SCC)  
Location REC E: REC-E, 9th - 11th floor, Roetersstraat 11  
Location REC B/C: REC C1.01, Nieuwe Achtergracht 166  
Please take a seat in the waiting room, you will be picked up there.  
Email: studentcareercentre@uva.nl  
Tel: Appointments can be made via the Student Service Desk: +31(0)20 525 8080  
Phone consultations: Tuesdays until Fridays from 09:00 – 10:00 |   |
| What to do after I graduate  
(study)/career questions  
Application questions  
Job market orientation  
Workshops |   |   |