

## DEPARTMENT MAIL CODES

January 2009

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| <b>A</b>   | <b>ADMINISTRATION AND PLANNING</b>         |
| <b>AA</b>  | <b>ACADEMIC ADVISEMENT</b>                 |
| <b>AC</b>  | <b>ACADEMIC STANDING (EVENING STUDIES)</b> |
| <b>AD</b>  | <b>ADMISSIONS</b>                          |
| <b>AI</b>  | <b>ADMISSIONS INFORMATION CENTER</b>       |
| <b>AL</b>  | <b>ALUMNI</b>                              |
| <b>AP</b>  | <b>ACCOUNTS PAYABLE</b>                    |
| <b>ART</b> | <b>ART</b>                                 |
| <b>AS</b>  | <b>ADVANCE STUDENT SERVICE</b>             |
| <b>BEH</b> | <b>BEHAVIORAL SCIENCE</b>                  |
| <b>BD</b>  | <b>BUDGET and FINANCE</b>                  |
| <b>BI</b>  | <b>BILINGUAL STUDIES</b>                   |
| <b>BIO</b> | <b>BIOLOGY</b>                             |
| <b>BM</b>  | <b>BUSINESS MANAGER</b>                    |
| <b>BU</b>  | <b>BURSAR</b>                              |
| <b>BUS</b> | <b>BUSINESS</b>                            |
| <b>C</b>   | <b>CONTINUING EDUCATION</b>                |
| <b>CD</b>  | <b>COLLEGE DISCOVERY</b>                   |
| <b>CE</b>  | <b>COUNSELING</b>                          |
| <b>CG</b>  | <b>COUNSELING</b>                          |
| <b>CH</b>  | <b>CHECK DISTRIBUTION</b>                  |
| <b>CN</b>  | <b>COLLABORATIVE PROGRAMS</b>              |
| <b>COM</b> | <b>COMMUNICATIONS AND PERFORMING ARTS</b>  |
| <b>CP</b>  | <b>CAREER PLACEMENT /TRANSFER</b>          |
| <b>CX</b>  | <b>COPE</b>                                |
| <b>D</b>   | <b>COLLEGE ADVANCEMENT</b>                 |
| <b>DC</b>  | <b>DAY CARE</b>                            |
| <b>E</b>   | <b>ENROLLMENT</b>                          |
| <b>EC</b>  | <b>EARLY CHILDHOOD</b>                     |
| <b>EL</b>  | <b>ENGLISH SKILLS LAB</b>                  |
| <b>ENG</b> | <b>ENGLISH</b>                             |
| <b>FA</b>  | <b>FINANCIAL AID</b>                       |
| <b>FC</b>  | <b>FISCAL CONTROL</b>                      |
| <b>FOR</b> | <b>FOREIGN LANGUAGE</b>                    |
| <b>FS</b>  | <b>FRESHMAN SERVICES</b>                   |
| <b>GR</b>  | <b>GOVERNMENT RELATIONS</b>                |
| <b>HEA</b> | <b>HEALTH AND PHYSICAL ED</b>              |
| <b>HIS</b> | <b>HISTORY, PHILOSOPHY AND POLITICAL</b>   |
| <b>HP</b>  | <b>HONORS OPTION</b>                       |
| <b>HR</b>  | <b>HUMAN RESOURCES</b>                     |
| <b>HS</b>  | <b>HEALTH SERVICES</b>                     |
| <b>I</b>   | <b>INSTRUCTIONAL SERVICES</b>              |

|             |  |
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| <b>IC</b>   | <b>INSTRUCTIONAL COMPUTING</b>             |
| <b>IM</b>   | <b>IMMERSION</b>                           |
| <b>IR</b>   | <b>INSTRUCTIONAL RESEARCH</b>              |
| <b>IS</b>   | <b>INTERNATIONAL SERVICES</b>              |
| <b>IT</b>   | <b>INFORMATION TECHNOLOGY SERVICES</b>     |
| <b>KA</b>   | <b>KCC ASSOCIATION</b>                     |
| <b>LA</b>   | <b>LIBERAL ARTS</b>                        |
| <b>LC</b>   | <b>STUDENT LEADERSHIP</b>                  |
| <b>LH</b>   | <b>LIGHTHOUSE</b>                          |
| <b>LIB</b>  | <b>LIBRARY</b>                             |
| <b>LP</b>   | <b>LIBERTY PARTNERSHIP</b>                 |
| <b>M</b>    | <b>MARITIME</b>                            |
| <b>MAT</b>  | <b>MATH AND COMPUTER SCIENCE</b>           |
| <b>MC</b>   | <b>MEDIA CENTER</b>                        |
| <b>ML</b>   | <b>MATH LAB</b>                            |
| <b>MN</b>   | <b>MAINTANENCE / CUSTODIAL</b>             |
| <b>MT</b>   | <b>MY TURN</b>                             |
| <b>NUR</b>  | <b>NURSING</b>                             |
| <b>O</b>    | <b>OPEN ADMISSION</b>                      |
| <b>OD</b>   | <b>OPEN DOORS</b>                          |
| <b>OFF</b>  | <b>OFFICE ADMINISTRATION / SECRETERIAL</b> |
| <b>OS</b>   | <b>OFFICE SERVICES / MAILING SERVICES</b>  |
| <b>P</b>    | <b>PRESIDENT</b>                           |
| <b>PA</b>   | <b>PERFORMING ARTS</b>                     |
| <b>PD</b>   | <b>PLANNING AND DESIGN</b>                 |
| <b>PE</b>   | <b>PROFICIENCY EXAMINATION</b>             |
| <b>PER</b>  | <b>PHYSICAL, RECREATION &amp; THERAPY</b>  |
| <b>PHY</b>  | <b>PHYSICAL SCIENCE</b>                    |
| <b>PO</b>   | <b>PROPERTY OFFICE</b>                     |
| <b>PR</b>   | <b>PUBLIC RELATIONS</b>                    |
| <b>PU</b>   | <b>PURCHASING</b>                          |
| <b>PW</b>   | <b>PROJECT WELCOME</b>                     |
| <b>RE</b>   | <b>REGISTRAR</b>                           |
| <b>S</b>    | <b>V.P. OF STUDENT AFFAIRS</b>             |
| <b>SC</b>   | <b>SCEPTER</b>                             |
| <b>SE</b>   | <b>SECURITY</b>                            |
| <b>SL</b>   | <b>STUDENT LIFE</b>                        |
| <b>SS</b>   | <b>ACCESSABILITY/ SPECIAL SERVICE</b>      |
| <b>TA</b>   | <b>TAP</b>                                 |
| <b>TL</b>   | <b>TEACHING AND LEARNING</b>               |
| <b>TE</b>   | <b>TESTING</b>                             |
| <b>TELE</b> | <b>KCC OPERATOR</b>                        |
| <b>TOU</b>  | <b>TOURISIM AND HOSPITALITY</b>            |
| <b>TS</b>   | <b>TYPING SERVICE</b>                      |
| <b>TU</b>   | <b>TUTORIAL</b>                            |
| <b>V</b>    | <b>VICE PRESIDENT</b>                      |

**VA VETERAN AFFAIRS (S.E.R.V.E.)**  
**VC VILLAGE CENTER**  
**WK WKRB RADIO STATION**  
**WC WOMAN CENTER**  
**WS WOMAN STUDIES**

**\*BOOKSTORE**

**\*FATHER ROBERT AFFUL**

**\*CAFETERIA (PANDA HOUSE)**

**\*COMMUNITY BOARD 15**

**\*LEON M. GOLDSTEIN HIGH SCHOOL**

**\*U.A.P.C.**

**\*areas without mail codes**