

**Student Academic Support, Academic Affairs**  
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**Allison G. Jones**  
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**MEMORANDUM**

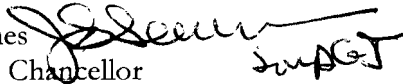
**Code: AA-2008-27**

**Date:** August 5, 2008

**Response Requested on  
or before August 22, 2008**

**To:** Vice Presidents for Student Affairs

**From:** Allison G. Jones  
Assistant Vice Chancellor



**Subject: Selected Student Services Directory Update**

Each year, the California State University publishes a list of selected student services personnel on each campus for the benefit of the high school and community college counselors who advise prospective students. This information will be published online in time for the Fall 2008 CSU Counselor Conferences.

Please complete the enclosed student services directory update form by entering all requested information of the appropriate 2008-2009 campus contacts, i.e., name, phone number, e-mail address, etc. Please send the completed form electronically to Jed DeRama, Student Academic Support, at [jderama@calstate.edu](mailto:jderama@calstate.edu) or by facsimile to (562) 951-4867 **on or before August 22, 2008**. If we do not receive your campus updates by the deadline, we will use the same contact information published in the 2007-08 directory.

Please feel free to contact Mr. DeRama at (562) 951-4731 if you have any questions about the information requested on this form. Your prompt attention and timely response to this request is appreciated.

AGJ:jd

Attachment

cc: Deans/Directors, Admission and Records  
Directors, Educational Opportunity Program  
Directors, Financial Aid  
Directors, Outreach and Recruitment  
Directors, Services to Students with Disabilities  
Directors, Veterans Affairs

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