# **Office of Recruitment and Admissions**

# Staff Directory/Who to Call List

Emmanuel Esperance, Jr.	Director	(718) 982-2190	Emmanuel.Esperance@csi.cuny.edu
	Administrative Assistant	(718) 982-2012	Julia.Zerato@csi.cuny.edu

### Undergraduate Application Processing

- Freshman and transfer applications
- SEEK (Admissions eligibility)
- Selective/Honors Programs (Application processing)
- Athletics (academic eligibility for incoming students)
- Residency (for tuition purposes)
- Test exemptions
- Unofficial transfer evaluations (pre-admission)

Michelle Buonacore-Artz	Deputy Director	(718) 982-2013	Michelle.Buonacore@csi.cuny.edu
e e	Admissions Advisor (Transfer Specialist)	(718) 982-2261	Doug.Mcgowan@csi.cuny.edu

#### Recruitment and Marketing

- Tours, private visits, open houses and information sessions for prospective students
- Off-campus recruitment
- Outreach to high schools, community based organizations and community colleges
- Recruitment materials and promotional items
- General admissions and event specific advertising
- Pre-Admission advisement

,	Assistant Director for Recruitment	(718) 982-2259	Holly.Block@csi.cuny.edu
Sean Walsh	Admissions Advisor	(718) 982-2470	Sean.Walsh@csi.cuny.edu

## Graduate Recruitment and Admissions

- Graduate application processing (degree and non-degree)
- Graduate readmission
- Graduate transfer credits
- General graduate admissions marketing
- Off campus graduate recruitment
- Information sessions, webinars and open houses

	Assistant Director for Graduate Recruitment and Admissions	(718) 982-2699	Sasha.Spence@csi.cuny.edu
'	Coordinator for Graduate Marketing	(718) 982-2653	Crystal.Deosaran@csi.cuny.edu
	Administrative Assistant	(718) 982-2019	Jeanne.Bernius@csi.cuny.edu

### International Admissions

- International recruitment and marketing
- CLIP (admissions application)
- Foreign credential evaluations (for admission purposes)
- Admissions advisement for students with foreign credentials

Monika	Assistant Director	(718) 982-2246	Monika.Wojciechowski@csi.cuny.edu
Wojciechowski	for International Admissions		

Information Technology				
<ul> <li>Hobsons (electronic) communications for prospective and newly admitted students (e-mails and VIP page)</li> <li>Virtual advisor (FAQs)</li> </ul>				
Carmella Geib	Admissions Specialist for Information Technology	(718) 982-2481	<u>Carmella.Geib@csi.cuny.edu</u>	

## For the following inquiries please contact the offices noted in parentheses:

Undergraduate Readmission (Registrar's Office)

Undergraduate Non-Degree (Registrar's Office)

Undergraduate Transfer Credits (Registrar's Office)

Orientation (Office of New Student Orientation/CLUE)

College Marketing and Advertising such as the electronic sign, billboards, bus ads and radio/TV ads (Office of Communications and Marketing)

Student Visas (Center for International Service)