Office of Student Services

The Office of Student Services provides a comprehensive program of services designed to support students in their academic, professional, and personal endeavors.

MANHATTAN CAMPUS

Office Hours

Monday & Thursday 10am to 7pm

Friday 1pm to 6pm

1st and 3rd Saturday 10am to 2pm

Metropolitan College of New York
60 West Street,
New York, NY 10006
(212)343-1234 Ext 5009

Email: studentservices@mcny.edu

BRONX CAMPUS

Office Hours

Saturday: 10am - 2pm
(every 1st and 3rd of the month)

MCNY Bronx Campus
463 E 149th St.
Bronx, NY 10455

The Office of Student Services

Clotilde Ibarra
Dean of Students

Michael Molina
Director of Student Services

Lauren Merenda
Coordinator of Academic Engagement

Primary Advisor for undergrad students
INFORMATION TECHNOLOGY majors

Marissa Sala
Assistant Director of Student Clinical

Primary advisor for undergrad students in
HUMAN SERVICES

Lisa Mulligan
Coordinator of Student Life

Primary Advisor for all undergrad students
in HEALTHCARE SYSTEMS AND
EMERGENCY MANAGEMENT & BUSINESS
CONTINUITY majors

Bradley Hawk Keie
Associate Director of Graduate and
International Advisement

Primary Advisor for all international
students and Master degrees

Olena Wills
Coordinator of First Year Experience and Student Engagement

Primary Advisor for Business majors

Loretta Foy
Coordinator of Student Services
Bronx Campus
STUDENT SERVICES
The office of Student Services manages student advisement, enrollment, activities, and graduation while planning and implementing strategies for student retention and success.

Student Services assists students in every academic program offered at Metropolitan College of New York with personal guidance and advisement. We coordinate programs that enrich student life, such as multicultural activities and college skills workshops. Our professional staff is available to discuss any personal concerns or problems students may have at home, school, and/or work. All information shared is kept with utmost confidentiality.

Students choose Metropolitan College of New York to fulfill dreams and change lives. Student Services provides support to all students from your first day on campus through graduation.

STUDENT ORIENTATION
Participating in Student Orientation is the first step towards success for students. Orientation provides information that teaches students how to navigate through the complexities of college life. Students receive information about their academic programs, the Constructive Action, Financial Aid, Career Services, Bursar, Registrar, and the Learning Commons.

INTERNATIONAL STUDENTS
We offer a comprehensive support system for international students. International students must check in with their advisor every semester. The international student advisor also assists students with the various requests and processes that are required by U.S. Immigration and Customs Enforcement.

ACADEMIC ADVISEMENT
Each semester our advisors will work with you to evaluate your academic progress. This includes planning for the next semester, repeating classes, incomplete grades, awareness of college resources, answering questions regarding college policies and procedures, and reviewing life and career goals.

STUDENT LIFE
The office organizes activities and events for the student body. We oversee student clubs and organizations and help to develop new student groups. We also provide educational information and programming on a wide range of topics, such as domestic violence and personal safety, substance abuse awareness, and voter registration. The office provides information about cultural, educational, and leisure activities and events both on and off campus.

ACCESSIBILITY SERVICES
Metropolitan College provides reasonable accommodations for students with documented disabilities. If you require such accommodations, you should contact the Assistant Director of Student Clinical Services at (212) 343-1234 ext. 2810 or via email at access@mcny.edu as soon you are advised for classes and preferably not later than the second week of the semester.

GRADUATION
Every year our graduating students participate in the commencement ceremony. When you are ready to graduate you can speak with us to ensure that you follow the right procedure to graduation.