

Mailboxes

- As new faculty, staff and students join the department, a mailbox must be assigned.
- Each semester mailboxes should be made for incoming graduate students, graders, and tutors.
- Mailboxes are grouped as follows.

Faculty - Located in Rm 136.

Post Docs - Located in Rm 136.

Staff - Located to the right of the graduate students boxes in Rm 136.

TF, TA, Graders (Graduate Students) - Located near the front door entrance in Room 136.