



**Extended Opportunity Programs and Services/  
Cooperative Agencies and Resources for Education**  
1500 North Verdugo Road  
Glendale, CA 91208  
Phone 818-240-1000 ex 6900

Dear EOPS Student,

We have good news to share with you. **Beginning** next week, **Tuesday, May 5**, EOPS will be offering drop-in counseling through Cranium Café. We will meet in the EOPS Lobby M-F 2:00pm-3:00pm. There will be one counselor each day. If we notice that there is more need for drop-in counseling, we may increase the number of hours we currently offer.

**EOPS Drop-in Counseling Lobby** can be accessed by using the following link:  
<https://glendale.craniumcafe.com/group/eops/lobby>.

We have also added the drop-in schedule and the lobby link to the EOPS Home Page <https://www.glendale.edu/students/student-services/eops-home> (scroll to the bottom of the page).

### **EOPS Drop-in Counseling Information**

**Schedule:** Monday thru Friday 2:00pm-3:00pm

**Tech Requirements:** Latest version of Chrome or Firefox; Optional: Webcam, Microphone

#### **Login Steps:**

- Click on <https://glendale.craniumcafe.com/group/eops/lobby> to enter EOPS Drop-in Lobby
- Read through consent statement and choose "Agree"
- For first time users: Create an account using your GCC email
- Returning users, log-in using your GCC email and password

**Allotted time:** During a drop-in counseling session students have an opportunity to briefly interact with a counselor and ask a question or two. You will have a maximum of 15 minutes for this session. If you think you may need more time, please contact the **EOPS Appointment Desk** at [eopsstudentappointments@glendale.edu](mailto:eopsstudentappointments@glendale.edu) to schedule a 30-min. counseling appointment.

**Process:** For drop-in counseling, please have your student ID# and the reason for your visit ready to provide to the counselor as you enter the EOPS Drop-in Lobby. The counselor will need this information to begin working with you. We have limited drop-in counseling time per day. If there are more students than can be served that day, the counselor will close the lobby and will ask you to come back the following day.

Drop-in counseling topics may include:

- Schedule changes
- Study List for next semester
- Quick Questions (i.e. Deadlines)
- Petitions (i.e. Count the Higher Grade)
- Requests for course revisions for approved FA Contract

EOPS counselors will be in the drop-in lobby waiting for your questions. We'll see you next week.

**NOTE:** For EOPS questions, call us at **(818) 240-1000 X 6900**. **Speak clearly and slowly when leaving a voicemail. Our EOPS technicians are checking the voicemails regularly. Please make sure to leave your full name, student ID#, and your contact phone number.**

Please do not reply to this email. Emails to this message will not be monitored.