**Welcome to the department(s)! In order to provide you with the information and training you will need to succeed while here, we ask that you complete this one-page document and meet with the areas listed under your position. The contact information for each can be found here:**

[**https://mse.engineering.ucdavis.edu/directory/staff-directory**](https://mse.engineering.ucdavis.edu/directory/staff-directory)

**Name:** **Department (circle one): CHE / MSE**

**Position :**   **Supervisor (If known):**

**(i.e. Professor, Graduate Student, Staff)**

**FACULTY:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Academic Personnel |  | Financial Services |
|  | AMCaT Lab |  | IT Computing Services |
|  | CAO/Manager |  | Graduate Student Services |
|  | Equipment Management |  | Safety Services |

**ADJUNCT FACULTY:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Academic Personnel |  | IT Computing Services |
|  | AMCaT Lab |  | Safety Services |
|  | CAO/Manager |  | Graduate Student Services |
|  | Financial Services |  | Undergraduate Student Services |

**GRADUATE STUDENT:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Graduate Student Services |  | IT Computing Services |
|  | Safety Services |  | AMCaT Lab |

**RESEARCH SCHOLAR**:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Academic Personnel |  | Financial Services |
|  | AMCaT Lab |  | IT Computing Services |
|  | CAO/Manager |  | Safety Services |

**STAFF:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | CAO/Manager |  | IT Computing Services |
|  | Financial Services |  | Safety Services |

**STUDENT ASSISTANT**:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Undergraduate Student Services |  | IT Computing Services |
|  | Safety Services |  |  |

**VISITING SCHOLAR:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Academic Personnel |  | IT Computing Services |
|  | AMCaT Lab |  | Safety Services |
|  | Financial Services |  |  |

**Thank you for your completing the onboarding process. You’ve now established contacts and resources that will be useful during your time with us. For any additional questions, please contact the Business Office at** [**chms-officehelpdesk@ucdavis.edu**](mailto:chms-officehelpdesk@ucdavis.edu)