



IMPORTANT UNIVERSITY PHONE NUMBERS & WEBSITES

To Report a Fire		x13
Security		
Emergency		x13
Emergency – Cell Phone		x413
Non-emergency		x5-3333
After hours escort service to your car		x5-3333
Shuttle Buses		
Free service between divisions of the University. Schedules are available online at www.rochester.edu/parking/shuttles		
or by calling:		x5-5953 x5-6670
ID Offices		
MC Office G-7009	M-F 8:00 am to 4:30 pm	x3-2000
RC Office SBA Bldg	M-F	x5-3978
School Year		
	M-F 10:00 am to 7:00 pm	
	Sat 10:00 am to 2:00pm	
Summer	M-F 10:00 am to 4:00 pm	
Parking		
70 Goler East Drive PO Box 270348	M-F 8:00 am to 4:30pm	x5-4524
Payroll		x5-2040
MC 1-7220	M-F 9:00 am to 4:00 pm	

Office of Human Resources		
	www.rochester.edu/working/hr	
Ask-URHR Help Line		x5-8747
HR Service Center		x5-4989
MC HR Field Office		x5-2513
RC HR Field Office		x3-4320
Benefits Office		x5-2084
University Health Service		
	www.rochester.edu/uhs	
Medical Center (MC) office		x5-2662
River Campus (RC) office		x5-2662
Eastman School of Music office		274-1230
Employee Assistance Program		475-0432
	www.urmc.rochester.edu/eap.aspx	
Family Care		
Child & Elder Care referrals		x5-9151
110 Office Park Way, Box 278949		

DISCOUNTS AVAILABLE TO UNIVERSITY EMPLOYEES

Athletic Facilities			Employee Pharmacy	x6-3900
Annual Memberships Available at:			SMH South Corridor - Crittenden Blvd near Orange elevators M-F 9a.m. to 6p.m.	
MC Athletic Facility (G-5654)		x5-2437		
RC Sports Complex		x5-7643		
ESM Concert Office		x4-1100	Computer Sales Stores	
			MC G-7020	x5-9747
			RC Fauver Stadium	x5-8353
Memorial Art Gallery Memberships		x6-8939		



SERVICES AVAILABLE TO UNIVERSITY EMPLOYEES

ATM's – Medical Center

Ground floor – Entrance from Whipple
Circle
1st Floor – Near thrift shop
1st Floor – Near Silver Elevators

ATM's – Other Campuses

Eastman School of Music
Rush Rhees Library – Library Rd
Rush Rhees Library – Tunnel entrance
Todd Union
Wilson Commons

Bookstores

275-
UR Official Bookstore (B&N) – College 4012
Town x4-1399
ESM (Barnes & Noble) – Gibbs St

Cafeterias

x4-1340
ESM Eastman Center x5-0952
MC House of Six Nations x5-5260
RC The Commons (Wilson x5-3503
Commons) x5-0363
Danforth Center x5-7687
Douglas Center
Meliora

Canandaigua National Bank

851-
College Town 0350
Hours: M-Th 9-5; F 9-6; S-S 9-1

Chase Bank

x5-4560
MC – Ground floor, near post office
Hours: M-F 9-5
RC – Todd Union
Hours: M-F 9-5

Interfaith Chapels

MC x5-2187
RC x5-4321

Libraries

ESM Sibley x4-1350
MC Miner x5-3361
RC Rush Rhees x5-7600
Carlson x5-4488

Medical Center Gift Shop

SMH Main Lobby x5-2577

Photo/Illustrations

Film purchase & developing x5-5731
(passport photos, etc.)
MC G-8633

Post Offices

MC G-5122 x5-2630
RC Todd Union x5-3991

Weather Line

x4-TEMP

How to access information about University Policies & Procedures

- ◆ A University Policy and Procedure Manual is located on the web at www.rochester.edu/working/hr/policies
- ◆ Contact your Human Resources Representative at the River Campus (x3-4320) or Medical Center (x5-2513)

Legend:

MC = Medical Center

RC = River Campus

SMH = Strong Memorial Hospital

ESM = Eastman School of Music

MAG = Memorial Art Gallery