



## **Who do I contact if.....**

**I have questions regarding my student's class attendance and absences or to report an absence from an academic class?**

Contact IMSA Attendance Clerk, Staci Marsden [attendance@imsa.edu](mailto:attendance@imsa.edu) or (630)907-5029

**I have questions about my IMSA academic classes/class schedule/SAT and ACT prep and submitting scores?**

Contact your CAC (College and Academic Counselor)

Wendy Bigler at [wbigler@imsa.edu](mailto:wbigler@imsa.edu) or (630)907-5014

Manuel Donelson at [mdonelson@imsa.edu](mailto:mdonelson@imsa.edu) or (630)907-5071

Jarod Tobler at [jtobler@imsa.edu](mailto:jtobler@imsa.edu) or (630)907-5565

Kara Molenhouse at [kmolenhouse@imsa.edu](mailto:kmolenhouse@imsa.edu) or (630)907-5065

Karen Gholson (CAC Administrative Assistant) at [kgholson@imsa.edu](mailto:kgholson@imsa.edu) or (630)907-5056

**My sophomore student is struggling academically and needs support?**

Contact Amy Keck, Learning Strategies Coordinator at [akeck@imsa.edu](mailto:akeck@imsa.edu)

**I have questions regarding transcripts, work permits, needing a letter of good standing or verification of enrollment at IMSA?**

Contact IMSA's School Registrar, Reuel Abraham at [registrar@imsa.edu](mailto:registrar@imsa.edu) or call (630)907-5066

**I have problems with my computer and need technical support?**

Contact our ITS (Information and Technology Services) Helpdesk at [helpdesk@imsa.edu](mailto:helpdesk@imsa.edu) or (630)907-5995

**I have questions regarding graduation?**

Contact Mirta M. Olmos, Senior Administrative Assistant in the Principal's Office at [mmartinez1@imsa.edu](mailto:mmartinez1@imsa.edu)

**I have questions regarding SAT and ACT testing at IMSA?**

Contact Alex Johnson, at [ajohnson2@imsa.edu](mailto:ajohnson2@imsa.edu) or (630)907-5676

**I have questions regarding PSAT, PSAT/NSMQT or AP testing?**

Contact Reuel Abraham, School Registrar at [registrar@imsa.edu](mailto:registrar@imsa.edu) or (630)907-5066

**I have questions regarding the SIR (Student Inquiry and Research)?**

Contact the SIR staff at [SIR@imsa.edu](mailto:SIR@imsa.edu) or (630)907-5855

**I need help with my PowerSchool log in?**

Visit <https://staff.imsa.edu/its/ps-ssu/how-to-register.html> for information

If you are a student, you can contact our ITS helpdesk at [helpdesk@imsa.edu](mailto:helpdesk@imsa.edu) or (630)907-5995

