

## ***Off-Campus Student Services***

*University of Puget Sound*

Wheelock Student Center 203 (253) 879-3374 Fax # (253) 879-3810

Email: [offcampus@ups.edu](mailto:offcampus@ups.edu)

### **Off-Campus Legal Resources**

Laws apply to everything, and sometimes you have questions. You might have a legal problem or you might just be planning a trip and need a passport. There are a variety of legal resources available to you and many of them won't cost you any money. We've put together this resource to help you out. There are also some resources on our website. Check our website for information on the laws involved with renting off campus. Fair Housing Laws, the Landlord Tenant Act, rental agreements, and screening/background checks are just a few of the things that you can find information about on the website.

<http://www.ups.edu/dsa/offcampus/students.htm>

### **Notary Service (on-campus)**

<b>Kris Budd</b>	Financial Services	Jones 018	x3221
<b>Carole Christensen</b>	School of Music	Music 111	x3370
<b>Susie O' Donnell</b>	Financial Services	Jones 018	x2730

### **Name Change**

#### **Pierce County District Court Civil & Infraction Division**

1902 96<sup>th</sup> St. S, Tacoma, WA 98444

(253) 798-7487

Automated Information Line (253) 798-7474

Petitions for name change are filed with the Court and require two forms: Petition for Changing Name and Order for Changing Name. The forms may be picked up at the Civil/Infraction Division, 1902 96th St South. If the name change request is for a minor child, each parent must sign an affidavit indicating that they both agree and consent to the change. An \$82 filing fee is required. The fee for an additional family member is \$34. The additional costs are for three certified copies, statutory transmittal fee to the Auditor's Office, and statutory recording fees.

### **Tips on how to choose the right lawyer**

After your initial consultation, you need to consider four things before hiring a lawyer:

- 1. Personality** - You need to get along with your lawyer and trust them.
- 2. Experience** - Has the lawyer had enough experience with your type of problem?
- 3. Communication Skills** - The lawyer should be fairly easy to talk to and understand.
- 4. Fees** - Can you afford this lawyer? You need to find out what kind of fee (fixed, hourly, retainer, contingency, etc.) you will be charged.

Hiring a lawyer can be stressful, but it doesn't need to be impossible. Just remember, when you hire a lawyer that lawyer will be working for **you**. This means that the lawyer is supposed to have **your** interests in mind and try to offer you the best possible advice. However, the lawyer may not be able to do everything you want because of the facts or the laws that apply to your case. Many times lawyers will recommend that you avoid court action. The lawyer should be able to explain why. Make sure that the lawyer explains what he or she is trying to accomplish for you and how he or she plans to go about it. Keep all these things in mind!

### **Register to Vote**

You can register to vote online!  
<http://ssl.capwiz.com/tribnet/nvra/?language=en&state=WA>

### **Washington Drivers License**

If you need to get a Drivers License in the state of Washington, check here!  
<http://www.dol.wa.gov/drivers.htm>

### **Passport**

Remember, it takes 6 – 8 weeks to process... so apply early!

<http://www.state.gov/travel/>

### **Legal Help & Advocacy**

#### **Volunteer Legal Services**

930 Tacoma Ave. S. Suite 535  
(253) 572-5134 fax: (253) 272-9482  
A project of the Tacoma/Pierce County Bar  
Association.

#### **Pierce County Dispute Resolution Center**

705 S. 9<sup>th</sup> St., Suite 207, Tacoma WA 98405  
Phone: (253) 572-3657 Fax: (253)  
572-3579

#### **NW Women's Law Center**

119 S. Main St., Suite 410, Seattle, WA,  
98104-2592  
Legal Information/Referral: (206) 621-7691  
Office Phone: (206) 682-9552  
TTY: (206) 521-4317  
Fax: (206) 682-9556  
URL: <http://www.nwwlc.org>  
Email: [nwwlc@nwwlc.org](mailto:nwwlc@nwwlc.org)  
The NWWLC provides information and  
assistance to both women and men.

#### **NW Justice – Tacoma Office**

625 Commerce St., Suite 420, Tacoma WA  
998402  
Phone: (206) 272-7879 (888) 210-1015  
Fax: (253) 272-8226  
URL: <http://www.nwjustice.org/>  
Email: [tac@nwjustice.org](mailto:tac@nwjustice.org)  
In partnership with Tacoma Volunteer  
Lawyers.

#### **Washington Protection and Advocacy System**

180 West Dayton, Suite 102, Edmonds, WA  
98020  
Phone: (800) 562-2702 (425) 776-1199  
TTY: (800) 905-0209  
URL: <http://www.wpas-rights.org/>  
Email: [wpas@wpas-rights.org](mailto:wpas@wpas-rights.org)  
Provides free services for disabled and  
mentally ill people in Washington.

#### **Washington State Bar Association**

2101 4<sup>th</sup> Ave., Fourth Floor, Seattle, WA  
98121-2330  
Phone: (800) 945-9722 (206) 443-9722  
Fax: (206) 727-8320  
URL: <http://www.wsba.org>  
Email: [questions@wsba.org](mailto:questions@wsba.org)

### **Government Resources**

#### **Better Business Bureau**

<http://www.bbb.org/>

#### **Washington State Attorney General**

Consumerline: (800) 692-5082  
Consumer Protection Division: (800) 551-4636  
TTY: (800) 276-9883  
URL: <http://www.atg.wa.gov/>  
Email: [emailago@atg.wa.gov](mailto:emailago@atg.wa.gov)

#### **Tacoma Police**

930 Tacoma Ave. S., Tacoma, WA 98402  
Automated General Info Line: (253) 591-5950  
Non-Emergency Police Service: (253) 798-4721  
URL: <http://www.cityoftacoma.org>  
Email: [info@TacomaPolice.org](mailto:info@TacomaPolice.org)

*The services of these providers and facilities are available for you to choose from. The University in no way recommends or endorses any of them. You may check the yellow pages of the telephone book for other resources.*