



Below is the update from the Registrar's Office for September 2, 2014. If you have questions, please contact the person associated with the update. Thank you!

**Fall 2014 Important Dates** Sally Page [sally.page@colorado.edu](mailto:sally.page@colorado.edu)

**September 3 (11:59 p.m.):** Students can add courses via MyCUInfo. After this date, academic units have the ability to add students into courses through December 8 (academic units can also change variable credit hours for students through December 8). Remember, when adding courses to evaluate for COF eligibility, if the student is an in-state undergrad, and make certain that approving the add does not over-enroll beyond the classroom fire code limit.

**September 10 (11:59 pm):** Deadline for all students to drop a course (via MyCUInfo) and not be assessed tuition and fees for the course and without a W grade appearing on the transcript. Students can continue to drop classes via MyCUInfo from September 11 through October 31; however, tuition/fees are assessed, and the course will appear with a W grade on the transcript. Academic departments and advisors have access to drop only through September 10.

**September 12 (11:59 pm):** Deadline for all students to make changes to pass/fail, no credit, or variable credit units via MyCUInfo. Advisors also have access to make these changes through this deadline. Academic units can only make pass/fail and no credit changes through September 12 but can make variable credit unit changes through December 8 (see September 3 information above).

Many other deadlines are published in our academic calendar at <http://www.colorado.edu/registrar/calendars-schedules/academic-calendar>

**UPDATE on PERC (Post Enrollment Requirement Checking)**

1. In late July an issue with PERC was reported where the PERC batch process is not always updating the Post Enroll Req Status on the PERC rosters (see highlights in example below). This issue has been reported to Oracle and we're awaiting a response. For the last two PERC batch runs for fall (the evening of 8/25 and 8/29), we ran the process in batch by subject which helped to populate the PERC status field for many more students but still not all. 8/29 was our last run of PERC for fall semester. We will work to have this issue hopefully resolved prior to when we start PERC processing for spring semester (which begins at the end of December).

Enrolled Students									
Personalize   Find   First 1-47 of 47 Last									
Requirement Data		Audit / Information Links							
	Select	Process Status	ID	Name	Drop / Approved Indicator	Enrollment Req Status	Post Enroll Req Status	Status	Status Note
1	<input type="checkbox"/>	Message	83	A		Conditional	Satisfied	Enrolled	
2	<input type="checkbox"/>		10	A		Satisfied	Satisfied	Enrolled	
3	<input type="checkbox"/>		10	A		Satisfied	Satisfied	Enrolled	
4	<input type="checkbox"/>		10	B		Conditional	Conditional	Enrolled	
5	<input type="checkbox"/>		83	B		Conditional		Waiting	Pos # 7
6	<input type="checkbox"/>		10	B		Satisfied		Enrolled	
7	<input type="checkbox"/>		10	B K		Conditional		Waiting	Pos # 5
8	<input type="checkbox"/>		83	B		Satisfied		Enrolled	
9	<input type="checkbox"/>		10	B		Satisfied		Enrolled	
10	<input type="checkbox"/>		10	B		Satisfied		Enrolled	
11	<input type="checkbox"/>		83	B		Satisfied		Enrolled	
12	<input type="checkbox"/>		83	B		Satisfied		Waiting	Pos # 6
13	<input type="checkbox"/>		10	B		Conditional	Conditional	Enrolled	
14	<input type="checkbox"/>		10	B		Conditional	Satisfied	Enrolled	
15	<input type="checkbox"/>		10	B		Satisfied	Satisfied	Enrolled	

2. We recently created a PERC note type = NONDEGREE which is being used by Continuing Education when overriding a restriction for a non-degree student based on their previous experience or course work. If a note exists on a student on the PERC roster, you can see this when you select the student and then select the detail view at the top of the roster. You'll then see the Audit/Information Links box and can select the <sup>3</sup>Tracking<sup>2</sup> link.

An example of a student with this type of note is seen below:

## Enrollment Requirement Roster

### Tracking of Key Transactions & User Notes

ID: [redacted] [redacted]

#### Transaction History

Transaction	Transaction Status	Source / Type	User ID	ID & Name	Last Update DateTime
Enrollment	Overridden	Quick Enroll	[redacted]	[redacted]	08/22/14 11:15:52AM

#### Notes

<b>*Note Type</b>	NONDEGREE	Nondegree Student	<b>User ID</b>	[redacted]
<b>Notes</b>	Has BA in History. Override pre-req's per CE academic advisor.		<b>Empl ID</b>	[redacted]
			<b>Name</b>	[redacted]
			<b>DateTime</b>	08/22/2014 11:22:05AM

The below communication was sent to students on 8/27.



Dear [first],

Welcome back! As classes get underway, please note the following Fall 2014 deadlines for Main Campus, full-semester courses. For a full listing of dates and deadlines, see the [Academic Calendar](#). All deadlines occur at 11:59 p.m. on the date listed unless noted otherwise.

### Wednesday, September 3, 2014

- Last day to [add a course](#) via [MyCUInfo](#) without the instructor's approval.
- Last day to add your name to a [course waitlist](#).
- Other events: Tuition and fees payment due; last day to submit [Time-Off/StayConnected](#) application, waive health insurance, and submit [private scholarship checks](#).

### Wednesday, September 10, 2014

- Last day to [drop a course](#) without tuition/fee charges and a W grade on the transcript.
- Other events: Last day to withdraw with a \$200 processing fee, waive CUSG fees, and request a refund for student opportunity fees (5 p.m.).

### Friday, September 12, 2014

- Last day to [add a course](#) for [College Opportunity Fund \(COF\)](#) funding (5 p.m.).
- Last day to [change variable-credit hours, pass/fail assignment, and no-credit status](#) on courses without petitioning your dean.

### Friday, October 31, 2014

- Last day to [drop a course](#) without approval signatures via [MyCUInfo](#) (full tuition and fees will be assessed, and a W grade will appear on your transcript).
- Last day to make arrangements with your instructor to change your final exam schedule.

### Monday, December 8, 2014

- Last day to [add a course](#) without approval signatures (5 p.m.).

Visit the [MyCUInfo mobile site](#) to view your MyCUInfo profile, class schedules, book lists and grades on your mobile device.

Regards,

Office of the Registrar

20 UCB Boulder, CO 80309

[Map: Regent Administrative Center Room 101](#)

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303-492-6970 | [registrar@colorado.edu](mailto:registrar@colorado.edu) | [colorado.edu/registrar](http://colorado.edu/registrar)

This communication was sent to all students affected by the dropped course/W grade error on 8/28.



Office of the Registrar  
UNIVERSITY OF COLORADO BOULDER

Dear <student name>,

Our apologies! Due to a brief system error, your action to drop a course or courses between 9:45 a.m. and 10:15 a.m. on Thursday, August 28, mistakenly resulted in a W grade being posted to your record. The erroneous grade has been removed, and the course(s) has been successfully dropped. You can verify your dropped course(s) by checking [MyCUInfo](#).

The correct date on which we will begin assessing a W grade for dropped main campus courses is Thursday, [September 11, 2014](#). At that time, there will also be no refunds of tuition or fees for dropped courses.

If you have any unresolved questions, please contact our office. Thank you for your understanding.

Regards,

Office of the Registrar

20 UCB Boulder, CO 80309

[Map: Regent Administrative Center Room 101](#)

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