Below is the update from the Registrar's Office for October 6, 2014. If you have questions, please contact the person associated with the update. Thank you!

## REMINDER: Registrar's Town Hall Meeting (Sally Page)

Tuesday, October 7, 2:00 p.m. to 4:00 p.m., Wolf Law Building, Wittemyer Courtroom

Please join us tomorrow afternoon for the Fall 2014 Town Hall meeting.

## Agenda:

- Portal update (accessibility, portal redesign, etc.)
- u.achieve update
- FERPA recertification requirement for ISIS access
- Security passphrase update (plans for communication, implementation, future, etc.)
- New diploma
- CRM communications update & projects
- Sunday final exams reminder
- Online catalog update (demo, important dates for 2015 catalog, catalog refresh, etc.)
- Pre-registration check list to-do item for spring
- · How "dropped if enrolled" functionality works

## Job Announcement (Susan Dorsey)

The position of Enrollment Services Representative (Tech II) is posted on Jobs at CU (through 10/8): http://www.jobsatcu.com/postings/88825.

This position will provide excellent customer service and accurate and timely document processing at the front line of the Office of the Registrar. Anyone who is interested is encouraged to apply for this opportunity to work in a dynamic and fast-paced area. Please share with anyone you believe would be interested and qualified.

## Registrar's E-Memos (Crystal Eilerman)

The following communication was sent on Wednesday, October 1, to all students.



Dear [first],

Do you need an enrollment verification for Fall 2014? Get yours \*free\* in one of three ways:

- Request it in person at the Office of the Registrar (bring your Buff OneCard).
- Email a request to registrar@colorado.edu (include your full name and student ID number).
- Log in to MyCUInfo to access the Student Self-Service Site.

The Student Self-Service Site by the National Student Clearinghouse is available to CU-Boulder students for free via MyCUInfo. Use it to:

- Print enrollment verification certificates to send to health insurers, housing providers or other organizations requiring proof of your enrollment (<u>step-by-step instructions</u>).
- Check the deferment forms and electronic notifications sent to your lenders.
- Obtain a list of your student loan lenders and link to real-time loan information.
- View your enrollment history.
- View enrollment verifications provided to student service providers at your request.

If the National Student Clearinghouse verification does not meet your needs, you may obtain a specialized verification through the Office of the Registrar.

Regards,

Office of the Registrar

20 UCB Boulder, CO 80309

<u>Map: Regent Administrative Center Room 101</u>

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Office of the Registrar | University of Colorado Boulder 303-492-6970 | registrar@colorado.edu | colorado.edu/registrar

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Registrar Network, 10/6/2014