



Below is the update from the Office of the Registrar for May 26, 2015. If you have questions, please contact the person or unit associated with the update. Thank you!

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Spring Grade Roster Corrections Deadline ([Lindsay Jackson](#))

The last day to submit full roster grade changes through [Large File Transfer](#) is May 26. Beginning May 27, a Change of Record Form with all signatures will be required for each grade that needs to be changed.

Fall 2015 Registration Deadline for Continuing Students ([Office of the Registrar](#))


The Fall 2015 registration period closes for continuing students and readmitted undergraduate students in MyCUInfo on May 29 at 11:59 p.m.

Diploma Address Update Deadline ([Office of the Registrar](#))

The Spring 2015 deadline to update Diploma Name or Address in MyCUInfo is June 1 at 11:59 p.m.

Registrar's E-memo ([Crystal Eilerman](#))

The following e-memo was sent on Tuesday, May 19, to all active teaching faculty with Spring 2015 grades still needing to be posted.

 Vice Provost and Associate Vice Chancellor for Undergraduate Education UNIVERSITY OF COLORADO BOULDER			
Dear [name],			
Your grades for the following class(es) are now very overdue. It is critical that you enter your grades for the classes listed below.			
Class Info	Class #	Class Description	# Enrolled

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You must complete grading immediately by following these steps:

1. Log in to [MyCUInfo](#) and access the web grading system
2. Enter your grades
3. Approve your grades
4. Post your grades

Web grading is the ONLY method of posting grades. Contact the Office of the Registrar or your department for assistance with web grading, or use [online resources](#) such as the [web grading video](#).

Office of the Registrar
registrar@colorado.edu

Phone: 303-492-6970

Summer Hours: 9 a.m.–4:30 p.m., Mon.–Fri.

colorado.edu/registrar

Late grades cause serious consequences for your students.

Michael Grant
Vice Provost for Undergraduate Education

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