Below is the update from the Office of the Registrar for May 31, 2016. If you have any questions, please contact the person or unit associated with the update.

Contents:
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- Registrar's E-memos:
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REMINDER: Degrees Post to Transcripts on June 13 (Office of the Registrar)

Spring 2016 degrees post to transcripts on June 13. All posting dates are published on the Transcript webpage, the Academic Calendar and the official transcript ordering site.

Registrar's E-memos (Crystal Eilerman)

The following e-memo was sent on Wednesday, May 25, to active, enrolled, degree-seeking students for Spring 2016 who were:

- undergraduates with 80 or more total passed credit units, or
- graduate or law students with total progress of 1 unit or more.

Office of the Registrar

UNIVERSITY OF COLORADO **BOULDER**

Dear [first],

If you graduated in May 2016, please review the following information related to your transcript and diploma. If you did not graduate in May, please disregard this message.

Deadlines occur at 11:59 p.m. Mountain Time unless otherwise noted.

Available Now: Reserve Your CeDiploma
All Spring 2016 graduates can reserve their certified electronic diploma now in MyCUInfo. You'll be notified when your CeDiploma is available for purchase and download on July 8.

May 30: Deadline to Update Diploma Name and Address in MyCUInfo
Click **Apply for Graduation** and follow the prompts (even if you have already applied) until you see your name and address listed, and edit them there. If you do not enter a Diploma Address, your diploma will be mailed to your Home Address. While you're there, make sure your other addresses are correct too.

June 13: Degrees Post to Transcripts
Transcripts can be ordered online, provided you don't have a financial hold. If you have questions, email transcriptinfo@colorado.edu.

July 8: Diplomas Mailed to Students AND CeDiplomas Available for Purchase and Download
If you did not enter a Diploma Address in MyCUInfo, your diploma will be mailed to your Home Address. Certified electronic diplomas are available for purchase and download for all Spring 2016 graduates on and after this date.

The Office of the Registrar congratulates you on your academic achievement!

Regards,

Office of the Registrar

20 UCB Boulder, CO 80309
Map: Regent Administrative Center Room 101
Follow us @CUBoulder

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

The following e-memo was sent on Thursday, May 26, to students who were enrolled in Spring 2016 classes and who still had an R02 service indicator on their record (i.e., they had not completed an online FERPA Consent to Release).

Office of the Registrar
UNIVERSITY OF COLORADO **BOULDER**

Dear [first],

Based on our records, you have not completed an online FERPA Consent to Release. If you did so this morning, please disregard this message.

If you don't submit your online FERPA authorization by 11:59 p.m. on May 27, you will no longer have a FERPA consent form on file, and CU-Boulder will be unable to release any FERPA-protected student record information to any external party.

To allow your authorized third parties to maintain their access to your education records, submit your online authorization by **Friday, May 27, at 11:59 p.m.**

1. Log in to MyCUInfo.
2. Expand the **Profile and Settings** menu on the right side of the page.
3. Under **Helpful Links**, click **Privacy Settings**.
4. Click the **FERPA Consent to Release** tab.
5. Enter your authorized third party's full name, organization (if applicable) and password.
6. Click **Save**.

For step-by-step instructions, see FERPA Consent to Release.

Please visit or contact the Office of the Registrar with any questions.

Regards,

Office of the Registrar

20 UCB Boulder, CO 80309
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