

Below is the update from the Office of the Registrar for June 14, 2016. If you have any questions, please contact the person or unit associated with the update.

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## Fall Registration Update (Sally Page)

### Student Self-Service

Fall registration closed on Friday, June 10, for:

- new transfers and summer-to-fall students until July 5-Aug. 18, and
- continuing students and readmitted undergrads until Aug. 8–12.

New and readmitted graduate students will continue to have access to fall registration through Aug. 18.

### <u>Waitlists</u>

Waitlist processing for fall is **no longer running**. Students will not be able to waitlist for undergraduate classes until the Aug. 8–12 adjustment period.

#### **Staff Override Access**

We're doing the fall batch preregistration of new freshmen this week (June 13–17); therefore, department users, advisors, deans' offices, etc., don't currently have access to do enrollment or drop/add for fall semester.

Beginning Monday, June 20, applicable users will be given fall enrollment-appointment override access for purposes of enrolling students in special courses (RAPs, SASC, honor's, deans' offices, etc.). Users should complete this registration by June 30; any preregistration or D2L module holds on students will prevent registration beginning Friday, July 1.

Advisors and graduate program assistants will be given fall enrollment appointment override access beginning Tuesday, July 5.

### New COF Lifetime Limit Extension Request Form (Office of the Registrar)

Undergraduate in-state students who will exceed 145 eligible COF hours toward their degree may now apply for additional terms of eligibility using a fully online <u>COF Lifetime Limit Extension Request Form</u>, available on the Office of the Registrar's <u>COF Lifetime Limit Extensions</u> and <u>Document Library</u> webpages.

When a student submits this form, the system automatically sends an email notification and workflow options to staff who process these requests. This streamlines a previously clunky manual process and better serves our student population.

## Transcript Posting Dates (Office of the Registrar)

Degrees earned in Spring 2016 posted to transcripts yesterday, Monday, June 13. Summer 2016 courses post to transcripts on Thursday, July 7, 2016.

### UIS Production Systems Maintenance, 6/19 (Sally Page)

### **Description**

UIS production systems maintenance: Sunday, June 19, 6 a.m.-6 p.m.

Services will be unavailable throughout the maintenance window. This maintenance window includes:

- PeopleTools patching for Campus Solutions (CS), Integration Gateway, Enterprise Portal and Finance system
- CS patches and regulatory updates (Bundle 41)
- CS code migrations (retrofits for CU customizations and updated security for new components)

#### **Application Impact**

- Affected: Campus Solutions | Campus Solutions Mobile Application | Concur Travel & Expense | CRM | CU Marketplace | Degree Audit (DATC) | Document Management (Singularity) | Enterprise Portal | Finance | Integration Gateway | OAO | Parchment | Skillsoft
- Accessible only through maintenance pages: Cognos/CU Reporting | HCM | My Leave
- Available: Cherwell | CIW | Cognos | CU-Boulder R25 Scheduling Application | cutransfer.cu.edu | eRA | ImageNow | ISSM | JIRA | Law Toolbox | LegalFiles | OnBase | Phire | RoboHelp | SES | SharePoint | TeamMate | Terminal Server | TTO Portal

Refer to the <u>Business Calendar</u> for future maintenance window dates and times. For more information about UIS services, please go to the <u>UIS Service Catalog</u>.

# Registrar's E-memos (Crystal Eilerman)

The following e-memo was sent on Friday, June 10, to students who graduated in May 2016, but were registered for Summer and/or Fall 2016 in the same degree program.

Office of the Registrar UNIVERSITY OF COLORADO BOULDER
Dear [first],
Our records indicate that you graduated from the University of Colorado Boulder in May 2016, yet you are registered for Summer and/or Fall 2016 in the same degree program. Students who have graduated from a degree program are not allowed to take additional courses in that program.
For this reason, you have been placed in a nondegree program for Summer and/or Fall 2016. You are still enrolled in your classes for these semesters.
As a nondegree student, you will register for Main Campus classes through ACCESS in future semesters.
If you wish to pursue another degree program, you have the following options:
<ul> <li><u>Apply to the Office of Admissions</u> to pursue a second undergraduate degree.</li> <li><u>Apply to a graduate program</u> to pursue a graduate degree (contact the department in which you wish to receive a graduate degree).</li> </ul>
Please note:
<ul> <li>To withdraw from the university, follow the <u>withdrawal procedures</u>.</li> <li>If you received an undergraduate degree and you're completing the requirements for an additional major, please contact your advisor.</li> </ul>
Please contact the Office of the Registrar if you have additional questions.
Regards,
Office of the Registrar
20 UCB Boulder, CO 80309 <u>Map: Regent Administrative Center Room 101</u> Follow us <u>@CUBoulder</u>
Office of the Registrar   University of Colorado Boulder 303-492-6970   <u>registrar@colorado.edu</u>   <u>colorado.edu/registrar</u>

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