



IMPORTANT DATES

- September 6:** New student convocation
- September 7:** First day of daytime classes starting at 8:00am (online until Oct. 1)
- September 7:** First day of evening classes starting at 5:00pm (online until Oct. 1)
- September 12:** Saturday classes begin
- September 14:** Last day to add a course(s) for second half term at 11:59pm
- September 14:** Last day to submit a grade replacement request @ 11:59pm
- September 14:** Unsatisfactory web grading access available for first half term
- September 14:** Last day to add/drop a course with no grade @ 11:59pm
- September 14:** Last day to change grade type (P/NC)
- September 15:** Second cancellation for non-payment
- September 18:** Census date for fall enrollment
- September 28:** Unsatisfactory grade notices emailed to students for first half term

UPCOMING RETIREMENT - JULIE BURT

Julie is retiring on November 1, after 29 years in the Office of the Registrar. Many of you have counted on Julie's knowledge and expertise over the years. She has been a source of information, mentorship, education, and inspiration to countless students, faculty, and staff. We are going to miss her and her more than a quarter of a century's worth of knowledge. We wish her the best. Her last day in the office will be September 25.

ACADEMIC PETITION TUTORIALS & FAQs

(August Newsletter follow-up)

As mentioned, we now have How-to videos, a user guide and answers to FAQs on the academic petition system available [here](#).

WHAT DOES THAT CODE MEAN?

Have you ever seen a code used in a report, Banner, or Self-Service that you didn't know existed? Have you ever wondered the significance of a course prefix, course number, or course section? We have a consolidated location for those answers. If you see other codes not listed here, we are happy to add an explanation.

<https://registrar.uncc.edu/resources/what-does-code-mean>

FALL REGISTRAR FORUM

This two-day forum (same content both days) is designed to provide you with information you can use. You pick the day that fits your schedule best. After both days, we will provide you with the presentation and comments/questions/answers from both days. As much as this forum is designed to convey information, it is more important that we address questions or concerns from you. Prior to the event, please share any topics of interest (send to jreece15@uncc.edu). Don't worry, we have our own topics too. We look forward to seeing you online.

Mark your calendars for either **Wed, Sept 16 @ 3pm** or **Thurs, Sept 17 @ 3pm**. Both days will take place virtually ([Fall Forum](#)). Forums are expected to last an hour and a half.

TWO ONEIT PROJECT SUBMISSIONS

One is a **Curricular Change Application (Project 258)**. The application would allow students to request a curricular change (add, delete, update) such as catalog year, college, degree, major, minor, and concentration throughout the year. For departments where additional approvals/applications are necessary, the student's requested change would queue up until the student submitted the appropriate next steps or providing the department time to review the change. For those without a review step, or for those having an approved review step, the final step will automatically update Banner with the change. And, students and approvers can easily see where the request is in the process. We are challenged at certain times of the year to process all of the curricular changes that arrive in our office. This would negate long wait periods for staff to process and removes the possibility of human error. There is initial support for this from Undergraduate Education and Advising also.

The other is a **Withdrawal Application (Project 259)**. This application would allow students to submit term withdrawal requests after drop/add ends and individual course withdrawals after the withdrawal deadline (60% of term). The application would provide guidance and considerations before finalizing a term withdrawal. The student would be informed whether they would qualify for a refund, any ancillary charges that may still exist, considerations for returning in the future, etc.

For both individual course withdrawals and term withdrawals, the application would help determine whether the student would qualify with extenuating circumstances and/or implications related to the 16-hour withdrawal limit without extenuating circumstances. In many cases, students are wanting quick guidance and have often made up their mind before they even submit the request. This application would function as a preliminary counseling step, while also educating them on the process. The final result would update Banner accordingly, whether additional approvals are necessary or not. The Student Assistance & Support Services, Bursar, and Niner Central have all initially expressed interest.

NEW LOCATION & INSTRUCTIONAL METHOD CHANGES *(effective spring 2021)*

Recent events have brought to light a need we should have addressed years ago. Starting in spring 2021, we are modifying locations for online course content and creating two new expanded hybrid instructional methods to replace the current single reference.

NONE INTRNET - used to indicate no building or room is needed. We're replacing with **ONLINE INTERNET**.

The true definition of this is: building=ONLINE and room=INTERNET. The former was confusing. We are still working through the TBA that defaults in Banner Self-Service when values are null.

HY - used to indicate a course is hybrid seems a bit broad this semester. We're retiring that code and replacing with two additional codes: **HYS (Face-to-face with a synchronous online component)** and **HYA (Face-to-face with an asynchronous online component)** This will be extremely helpful in identifying the nature of the online portion.

WHO ARE YOU GOING TO CALL? HOW CAN WE HELP?

Search by expertise or individual:

<https://sites.google.com/a/uncc.edu/office-of-the-registrar-directory/>