

IMPORTANT DATES

May 1-3: Final exams for full term and second half term
May 4: Final exams for Saturday classes for full term
May 6-8: Final exams continued
May 10: Commencement
May 11: Commencement
May 13: Academic year ends
May 13: Final grades due by noon for full term and second half term
May 15: Spring 2024 probation/suspension notifications sent to students

INSTRUCTOR FINAL GRADING QUESTIONS

Do you have questions about the new look for Grading in Banner? Please check these valuable resources on the [Enrollment Technologies website](#).

FINAL EXAMS

The Final Exam Look-up tool is available on the Niner Central [website](#). If there are any questions regarding the Spring 2024 Final Exam schedule, please contact Academic Scheduling at Reg-Scheduling@charlotte.edu. If there are any questions regarding final exams held at the Dubois Center (CITY) building, please contact the Dubois Center Operations Team at duboiscenter@charlotte.edu.

ACADEMIC SUSPENSION APPEAL TOOL

Tool Opens - May 15, 2024
 Tool Closes - August 14, 2024

For any questions or concerns you may have regarding the academic suspension appeal tool/process, please see the attachment on **page 2 and 3** for frequently asked questions (FAQ).

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

Search by expertise or individual:
<https://registrar.charlotte.edu/contact-us/registrar-specialist-directory>

UPDATE TO GRADE REPLACEMENT POLICY IN 2023-2024 ACADEMIC CATALOG

Grade Replacement will not be applied to:

- Any course repeated where the previous grade was earned prior to Fall 2007
- Any course other than the first two courses repeated where the previous grade earned was a **C or below**
- Courses that may be repeated for credit, except for special topics courses where the student is enrolled in the same topic for which they originally received the grade to be replaced
- Courses for which the initial grade was received owing to an admitted or adjudicated academic dishonesty violation (**this exception is not subject to appeal or academic petition**)

TRANSFER ARTICULATION AI SOLUTION UPDATE

Charlotte has settled on a vendor solution ([Parchment/Smart Panda](#)) that will pull data from college and high school transcripts and equate if the equivalencies are built in Banner. This will eliminate data entry for transfer students, providing a quicker turnaround. We'll still need to research new course equivalencies and eyeball some determinations. We're excited about this upcoming change, and you should be, too. Contract review is underway, and hopefully, we can start implementation shortly after commencement. A number of other usages are also included, like minimum course requirement checking on high school transcripts, competitive major GPA recalcs, joint service military transcript evals, and international credit evals. Currently, we are targeting undergraduate students, but it also has potential for future use in the Graduate School. More information will be shared as this develops. Excitement is building.

SUBSTITUTIONS/WAIVERS

Please update Graduation Services with authorized sub/waiver submitters - new advisors, program directors, etc. Email graduation@charlotte.edu.

- Graduation Services may request comment or reach out for clarification on a sub/waiver request - please respond promptly!

Number of undergraduate DegreeWorks audits not equal to 98% or 100%, for spring 2023 graduation applicants.

College	3/1/24	4/1/24	4/2/24	% Change
College of Arts + Architecture	59	57	52	8.77% ↓
Belk College of Business	54	50	24	52.00% ↓
Cato College of Education	18	14	8	42.86% ↓
College of Computing & Informatics	58	43	25	41.86% ↓
William States Lee College of Engineering	47	44	33	25.00% ↓
College of Health & Human Services	67	56	34	39.29% ↓
College of Humanities & Earth and Social Sciences	265	239	147	38.49% ↓
College of Science	80	68	52	25.00% ↓
Grand Total	648	571	374	34.50% ↓

Keep those sub/waivers coming! The goal is to get these numbers as close to zero as possible by the beginning of May 2024!



Academic Suspension Appeal Tool/Process: Frequently Asked Questions

Question: How do I add/remove/update approver status?

Answer: Email suspensionappeal@uncc.edu with the contact information of the approver, provide whether you are adding or removing the approver, and if adding, specify if they will be the primary or secondary approver.

Question: Who do I contact for support regarding the academic suspension appeal tool?

Answer: For technical support, please submit a OneIT ticket using this link. [OneIT Ticket](#)

Answer: For process improvements/enhancements to the tool, please reach out suspensionappeal@uncc.edu.

Answer: The Records team manages the academic suspension appeal tool. We can be contacted via email at suspensionappeal@uncc.edu.

Question: When a student requests their appeal be sent to another major, what is the process?

Answer: The student sends an email to suspensionappeal@uncc.edu with their name and student ID. The Records team responds with the following information:

"You can contact your major department approver to request for a re-review of your academic suspension appeal or you also have the opportunity to have your appeal forwarded to one other major department for review. If you would like the second option, please send a reply email and include the major department you want your appeal forwarded to.

Please keep in mind, students have only one opportunity to forward their appeal to another department. If the student is denied by the second department, then the option is to take the next regular semester off and apply for readmission after taking the semester off. I am including detailed information about the Readmission process." (Readmission is a hyperlink in the email for students to access that webpage).

The Records team will then send the appeal, manually, to the new department by email and await their decision. If the student is approved or denied, the department will follow up directly with the student of their decision and copies the suspensionappeal@uncc.edu email.

Question: Who reviews appeals that are submitted by the student?

Answer: Whomever is the designated approver for the specific department will be the only person to access, approve,, or deny the appeal. The approver can pull the appeal and supporting documents and share them with the departments review committee or group for discussion for a collective decision.

Question: Who turns on and off the academic suspension appeal tool?

Answer: The Records team (REG)

Question: When does the academic suspension appeal tool open? (dates will change pending semester)

Answer: May 15, 2024

Question: When does the academic suspension appeal tool close? (dates will change pending semester)

Answer: Publicized date August 14, 2024

Answer: Actual date August 19, 2024

Question: Where should students be directed for questions regarding appeal status?

Answer: Please have them get in touch with the department's approver or suspensionappeal@uncc.edu.

Question: Who contacts the student of their appeal decision?

Answer: The second appeal that is manually done, the advisor should let the student know the decision. The following message is sent to the advisor.

"Please review the following appeal, send the student your decision and copy Suspension Appeal at suspensionappeal@uncc.edu.

Reminder...if this appeal is approved, please submit an electronic Change of Major/Minor form through Content 7 as I cannot reinstate this student until this form is processed by our Student Services staff."

Question: Can students see messages that approvers post in the appeal tool?

Answer: Students cannot view appeal comments. They are internal only. They are, though, considered part of the student record and thus can be officially requested by the student. Approvers should reach out to the student directly if they have any follow-up.

Question: How/Can a student request my department to reconsider their appeal decision based on summer performance?

Answer: If a student meets the RSO requirement of 2.0 cum GPA, they will be automatically able to continue. If they do not, they can speak to a department and if the department accepts them back, we will allow them to continue. Readmissions does not advertise that or make it an option per se, but if a student is close...1.98 and is asking for some type of appeal, we will "suggest" it.