



# Registrar's Updates

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### Off Campus? Two-Factor Authentication Required!

**Effective April 25, 2018**, users logging in to secure.colostate.edu or using the Pulse Secure gateway will be required to verify their identity using a second-factor device, such as a cell phone, a landline, or a hardware token. **Instructors entering grades for Spring 2018 from a computer not connected to the CSU network must use two-factor authentication.**

Why should you care? **This affects anyone who enters grades and otherwise accesses the system from off-campus.**

Two-factor authentication better protects your identity by requiring you to identify yourself using two different methods: something you *have* plus something you *know*. If you use an ATM, you're already using two-factor authentication – you have your *ATM card* and you know your *PIN*. At CSU, you *know* your username and password, and you will need to *have* 1) a smartphone, 2) a telephone, or 3) a hardware token.

To use two-factor authentication, you must first register your second-factor device. You may do this starting now by going to [www.authenticate.colostate.edu](http://www.authenticate.colostate.edu).

**Smartphone** (recommended) – Download the Duo mobile app from your phone's store and install it before you register your smartphone. A message will be pushed to your smartphone during the registration process to verify your identity.

**Any phone number** – You can register your desk phone, cell phone, home phone, etc. and the system will call you to validate your identity.

**Hardware token** – You can purchase a hardware token from RamTech for \$23.95 and it will generate a six-digit random number that you can use as a second-factor.

More information can be found at <https://source.colostate.edu/two-factor-authentication-coming-campus-networks/> and <https://www.acns.colostate.edu/duo/>.

## Spring Important Dates

April 2	Fall 2018 <a href="#">Registration</a> Begins
May 4	Classes End; University Withdrawal Deadline
May 7-11	<a href="#">Final Exam Week</a>
May 11-13	<a href="#">Commencement</a>
May 15	Grades Due at 2:00 pm
May 16	Grades Available on RAMweb

## Summer Important Dates

More at <https://summer.colostate.edu/>.

May 14	First day of 1 <sup>st</sup> 4-week, 1 <sup>st</sup> 8-week, and 12-week Summer Terms
May 16	Add/Drop Deadline for 1 <sup>st</sup> 4-week Term
May 21	Add/Drop Deadline for 1 <sup>st</sup> 8-week Term
May 24	Add/Drop Deadline for 12-week Term
May 28	University Holiday Withdraw deadline for 1 <sup>st</sup> 4-week Term
June 8	End of 1 <sup>st</sup> 4-week Term
June 11	First day of 2 <sup>nd</sup> 4-week and 2 <sup>nd</sup> 8-week Term Withdraw deadline for 1 <sup>st</sup> 8-week Term
June 13	Add/Drop Deadline for 2 <sup>nd</sup> 4-week Term
June 18	Add/Drop Deadline for 2 <sup>nd</sup> 8-week Term
June 24	Withdraw deadline for 2 <sup>nd</sup> 4-week Term
June 25	Withdraw deadline for 12-week Term

## New on RAMweb

A “student success” panel is now on the RAMweb home page where students can navigate to sites that provide additional information to help them be successful at CSU.



Links will allow students to go to Academic Planning Resources, Major and Career Exploration, Involvement Opportunities, Financial Aid and Payment, or YOU at CSU, and more.

## Two Terms of Undergraduate Planned Leave

Undergraduate students are now able to request two semesters of Planned Leave effective Fall 2018. They may be consecutive but do not have to be. This was approved by Faculty Council on March 6, 2018. We are currently working on the web development effort and will make the option available in RAMweb as soon as it's ready.



Pardon our dust! We are remodeling the first floor of RO, affecting the location of our operations from mid-April until early August. Both the RO and Financial Aid front counters will be relocated from mid-April through early May. Signage will direct walk-in guests. Our behind-the-scenes business will continue as always.

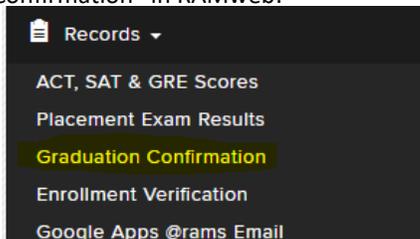
## Degree Completion vs. Commencement Semesters

Confusion surrounding the topics of degree completion and the commencement ceremony are common during this time in the semester. Completion is the semester in which the student has fulfilled their degree requirements and will have their degree conferred. Commencement is when the university recognizes and celebrates those students graduating. These terms will not necessarily align, as often students request to walk in a commencement ceremony prior to completing all degree requirements. In these cases, students should reach out to their college for approval to do so. CSU does not have a summer commencement ceremony; summer graduates are recognized in both the spring and fall commencement programs. Graduation contracts should be processed considering only the degree completion semester. If a student is not going to complete all requirements during the current term, please make that indication on the graduation contract. Contact the Degree and Transfer unit at [degreeoffice@colostate.edu](mailto:degreeoffice@colostate.edu) or 970-491-4860 with any questions.

## Graduation FAQs

These FAQs may assist advisors meeting with students planning for Spring 2018 graduation:

**Confirmation:** Students confirm Graduation requirements in the RAMweb degree audit. They can confirm they have done this under "Graduation Confirmation" in RAMweb.



**Diploma Address:** Encourage students to update their mailing address in RAMweb to where they will be 4-8 weeks after graduation. Conferral can take up to 6 weeks and diplomas are then shipped by USPS to this address after the degree has been awarded.

**Distinction:** Students who have met the requirements to wear a gold gown, signifying candidacy for Latin honors distinction, have received an email from the Degree Office to their CSU email. They will need to present the email when picking up their cap and gown. Candidacy is calculated using coursework prior to Spring 2018. Official Latin distinction will be calculated during conferral.

**Diploma Name:** Your graduation contract list pulled from ARIESweb provides student Diploma Name. Students can email [DiplomaOffice@colostate.edu](mailto:DiplomaOffice@colostate.edu) from their @rams email to update their diploma name.

**Financial Holds:** These holds prevent the release of a diploma, transcript, and any verification of degree.

**Regalia Distribution:** For information about ordering graduation regalia, visit <https://alumni.colostate.edu/grad-packs/>.

## New Math Portal

By the end of April, the Math Department will be unveiling a new interactive portal to assist incoming students in navigating the Math Placement Exam (MPE) and related tutorials, as well as preparing for Math courses at CSU. This is the first stage of a broader effort to improve student success in early Mathematics courses and to help students complete Math requirements earlier in their program.

There will be changes to the MPE itself, including allowing students whose SAT/ACT meet a CDHE-defined cut score to take MATH 101 without taking the MPE, and the introduction (although probably not by Fall 2018) of a more responsive design that will allow certain students to complete fewer questions based on their performance and/or desired placement.

For most students, in particular those needing MATH 117 and above, the MPE will continue to be the mechanism through which they will be able to register for the appropriate mathematics course.

In this first year of implementation, there may be some students who will take the MPE that ultimately wouldn't have needed to. Taking the placement exam won't preclude a student from registering for a lower-level math course and may ultimately provide more flexibility to the student if they decide to change their course of study at a later time.

## Featured Employee



My name is Abby Hanouw, and I am a CSU Alum and a Colorado native. Before I came to CSU, I received my A.A. at Community College of Aurora. I transferred to CSU in the Fall of 2014, and I graduated in the Summer of 2017. I earned a B.A. in Communication

Studies and a B.S. in Equine Science. One of my fondest memories of CSU was my job as a Resident Assistant. I loved getting to invest in students almost every day for their first year here. Through that experience I made a lot of connections, memories, and friends. After I graduated, and before I started working at CSU, I worked as an Assistant Manager at Spoons in Old Town. I have worked for the Office of the Registrar for about three months as a Customer Service Specialist, and I think my wide-reaching experience as a student and an RA prepared me for this role. My favorite part about my job is getting to help students and make their lives easier. Outside of work, I love training and showing horses, reading books, and going on adventures - most recently hiking and exploring Moab, Utah. It was easily one of the best trips I have ever been on, enough that I'm going back at the end of May because there just wasn't enough time to explore!

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