

<b>Upcoming Important Dates</b>	
May 10	Last day of classes Last day to request a University Withdrawal for Spring 2019
May 13-17	<a href="#">Final Examinations</a>
May 17-19	<a href="#">Commencement Ceremonies</a>
May 20	Summer Term Begins – A detailed calendar of all subterms and dates can be found on the <a href="#">Summer website</a> .
May 21	Grades Due at 2:00 p.m.
May 22	Grades Available on RAMweb
May 27	University Holiday – No Classes

### Registration Holds

When advising students, please remind them to check their RAMweb well before their registration access time to check for holds. A variety of holds can prevent registration, including but not limited to Math, Composition, Financial, Immunization, Haven, CRSCS Sanction, Advising, etc. Students' RAMweb homepage displays holds next to a stop sign in the Notifications box. The type of hold is listed and the phone number of the office that placed it (only they can remove it):



By clicking on the hold, they are redirected to a second page with more information including the reason for the hold, the contact email, the effective dates of the hold, and the restriction (registration or transcripts):

Description	Reason/Phone	Contact Email	From Date	To Date	Restrictions
CRSCS sanction req'd; 491-7165	Alcohol and Drug Assessment	sicenter@colostate.edu	02/15/2019	12/31/2099	• Registering
CRSCS sanction req'd; 491-7165	Choices	sicenter@colostate.edu	02/15/2019	12/31/2099	• Registering
Financi - Fincl Svcs; 491-6321	Account Balance is Past Due	financial@colostate.edu	03/15/2019	12/31/2099	• Transcript

Some holds take time to clear, so students should be advised to check RAMweb early to avoid delays in registering.

### Online Classes may Cost More

Students taking online courses may be surprised to find they cost extra above their main campus courses. If they register through [CSU Online](#), they will be billed the amount listed on that site. If they register via RAMweb for an online class (sections in the 400s) the cost is included in base tuition per the [tuition charts](#).

### Graduation Dates and Commencement

If students would like to participate in a commencement ceremony for a term outside of the one in which they will complete their degree requirements, they may, but their name will not be listed in the commencement program. The commencement program should reflect students who are actually receiving their degree. It is important to note that required internships are considered degree requirements, and the graduation date etc. reflect this.

There is no summer commencement ceremony; the spring and fall commencement programs include a separate section for summer graduates. We cannot adjust graduation dates based on commencement ceremony participation.

Incorrect graduation dates could have the following negative implications on students and staff:

- ❖ Financial Aid: Incorrect graduation dates could cause incorrect aid awards; loans may be cancelled for semesters after the incorrect graduation date; students may have to meet with a financial aid counselor to correct the information, then wait a couple weeks to have the error corrected. Loan repayment may not be deferred.
- ❖ Banner/Aries Student Data: Department and college reports in ARIESweb would reflect these "false" dates; numbers published to media about predicted graduates would be inflated.
- ❖ Graduation Contract Review: Accurately reporting graduation dates reduces time spent reviewing students who incorrectly reported their graduation date to align with the commencement ceremony in which they wish to participate. Additionally, when requested to update a graduation date to a term when the student will be unable to complete their degree, we will update once we receive confirmation from the student or advisor that outstanding requirements will be met by exception or transfer course in that term.

Please help students, staff, and the university by explaining to students that the graduation date must accurately reflect their degree completion, not their commencement ceremony date. For additional questions, please contact the Degree and Transfer unit via email at [DegreeOffice@colostate.edu](mailto:DegreeOffice@colostate.edu) or 970-491-4860.

## Joint Banner Project

The Office of the Registrar, along with several campus partners (Information Systems, Office of Financial Aid, Accounts Receivable Operations, and Institutional Research to name a few) has initiated a project to implement Banner Student and Banner Financial Aid at Colorado State University Pueblo (CSU-P). CSU-P is currently using a home-grown Student Information System and an off-the-shelf financial aid system.

This will be a multi-year project that will consume a substantial amount of time for several of our staff members as well as staff from our campus partners. The goal is to have everything in place to allow CSU-P to start registering in the Banner system for Fall 2021.

Anticipated go-live dates are as follows:

- ❖ Admissions – September 2020
- ❖ Financial Aid – October 2020
- ❖ Accounts Receivable – March 2021
- ❖ Registration – March 2021

We are in the very early stages of the project and we are currently evaluating the possibility of using a Banner feature called Multi-Entity Processing (MEP) which would allow CSU-P data to exist in the same database as our own data – yet keep the two separate. Using this feature will make it possible to consolidate hardware and software resources here in Fort Collins. In addition, database administrator and developer support would be simplified by providing support for one system rather than two disparate systems. It would also allow CSU and CSU-P to better align processes and data standards as well as facilitate reporting from both institutions.

This will be a long project and we will continue to keep you updated as things progress.

## Contact Lists

If you are not receiving communications from our office about graduation contract processing (prior to the term starting) or our important dates or grade reminders please send your name and department name, as well as what list (graduation or important dates/grade reminders) you would like to be added to, to registraroffice@colostate.edu.

### Customer Service Hours Mon-Fri

Academic Year: 9:00am-5:00pm

Summer: 9:00am-4:30pm

Main Office Number: 491-4860

Degree and Transfer Evaluation: 491-4860

Veteran's Educational Benefits: 491-6340

Curriculum, Catalog & Scheduling: 491-4860



Office of the Registrar  
1000 East Drive  
Centennial Hall  
1063 Campus Delivery  
Fort Collins, CO 80523-1063

## Instructional Format

Before instructors can proceed to grade entry, they must indicate the Instructional Format of each section they are teaching. An update to this process will now allow instructors to quickly go through the list of sections, select the correct Instructional Format, and Submit once at the bottom of the page. Definitions for each of the Instructional Formats, such as Face to Face and Mixed (Hybrid) Face to Face, is provided in [ARIESweb](#) and the [Office of the Registrar's website](#).

Title	CRN	Instructional Format
ANTH 100-001: Introductory Cultural Anthropology (GT-SS3)	10313	None
HDFS 101-001: Individual and Family Development (GT-SS3)	15183	None
HDFS 101-002: Individual and Family Development (GT-SS3)	20611	None
HDFS 217-001: Creative Experiences for Children	27624	None
HDFS 277-001: Professional Skills Development I	19310	None

Submit

## New Registration Ready Item

New undergraduate main campus students will be completing a new item in Registration Ready for Fall 2019. This item is the "Momentum Year 1 Survey". The information gathered from this survey will be used to support CSU's student success initiatives. This item will appear in both Summer and Fall Registration Ready requirements. Once the student completes the survey, the requirement will be removed.

The survey appears on a single page and consists of two questions which must both be answered.

**Momentum Year 1 Survey**

You are invited to participate in this Momentum survey!

Your responses are vital to guiding our University and will be used to form actionable recommendations to better align student success programs that address your needs.

This survey only takes a few minutes to complete and all responses will be kept confidential. Please answer all questions.

Thank you for your time!

1) Did you have a meaningful conversation about big academic questions this year at CSU? (select all that apply)

No

Yes:CSU Instructor/Professor

Yes:CSU Staff Member (ASC/Adviser, Residence Director, etc.)

Yes:Other (please specify below)

(1,000 character limit)

2) This academic year (fall 2018 through summer 2019) will you complete nine credit hours that will inform your academic goals at CSU?

Yes

No

Submit

[registraroffice@colostate.edu](mailto:registraroffice@colostate.edu)

[ariesweb@colostate.edu](mailto:ariesweb@colostate.edu)

[degreeoffice@colostate.edu](mailto:degreeoffice@colostate.edu)

[diplomaoffice@colostate.edu](mailto:diplomaoffice@colostate.edu)

[gi\\_bill@colostate.edu](mailto:gi_bill@colostate.edu)

[international\\_evaluation@colostate.edu](mailto:international_evaluation@colostate.edu)

[ramweb@colostate.edu](mailto:ramweb@colostate.edu)

[ro\\_curriculum@colostate.edu](mailto:ro_curriculum@colostate.edu)

[roomscheduling@colostate.edu](mailto:roomscheduling@colostate.edu)

[transferoffice@colostate.edu](mailto:transferoffice@colostate.edu)