



REGISTRAR'S UPDATES

Upcoming Important Dates

July 30	Repeat/Repair Deadline for Summer 2023
August 4	Summer Classes End
August 8	Summer Grades Due
August 9	Summer Grades Available on RAMweb
August 17	Residence Halls Open
August 20	Last Day to Cancel Registration (no assessed tuition & fees) without requiring a University Withdrawal (UW)
August 21	<ul style="list-style-type: none">Fall Classes Begin\$50 Late Registration fee for adding first class or Continuous RegistrationEmployee Study Privilege Due
August 25	Restricted Drop Deadline
August 27	Last day for 0% assessment for UW
September 1	UG Graduation Contract DUE
September 3	Last day for 25% assessment for UW
September 10	Last day for 50% assessment for UW
September 11	100% assessment for UW

NEW! Academic Program Change Reports

The Office of the Registrar is excited to share two new reports are available to track undergraduate Academic Program Changes:

1. Academic Program Change Requests Pending
2. Academic Program Change Requests Completed

Access these reports in ARIESweb's Department-Specific Data (ARIESweb -> Staff Tools -> Department-Specific Data). More information is available on [the Office of the Registrar Academic Program Change page](#).

Do You Duo?

To help keep student records safer, Division of IT has added Duo Dual Authentication in front of the following Registrar related systems:

- Registration System for Students
- Faculty Grade Entry for Instructors
- Banner Administrative Pages for Staff and Faculty. (See also our note about changes to access beginning July 27)

Visit the [Division of Information Technology's site](#) for more information about Duo Two Factor Authentication.

Starting July 27! GlobalProtect & Banner

Do you use Banner Administrative Pages? If you do, starting July 27th, you will need to use the GlobalProtect application in order to access Banner on campus and off campus.

- [Download GlobalProtect VPN](#) to your computer in order to access Banner
- GlobalProtect login format will now be NetID@colostate.edu

RO Facts:

Total number of grades collected in the 2022-23 Academic year: **347,848**
SM: 20,006 FA: 171,046 SP:156,796

Degree Conferral & NG/Incomplete Grades

Degrees cannot be awarded to students who have an Incomplete or NG grade on their record.

As a reminder, students who take incomplete grades should not register for the same course in a later semester. They should instead work to finish the course with the instructor who provided the incomplete. If the course is registered for a second time, the previous instance will turn to an F grade after a year and may prevent the conferral of the student's degree.

Please work with your students who have incomplete or NG grades (not including Planned Leave or Study Abroad) and remind them that they must have a traditional or S/U grade awarded prior to degree conferral.

Do you have an advisee who will be attending the Fall 2023 or Spring 2024 Semester at Sea voyage?

Students attending the Fall 2023 voyage will be able to register for their Spring 2024 classes while on board.

Students who will be attending the Spring 2024 voyage will begin registering this fall. If you have an advisee who will be participating, it may be worth discussing both Spring 2024 voyage classes and their Summer/Fall 2024 schedules when you meet with them since registration will open while they are on the ship.

Employee Study Privilege

Fall Semester 2023 will be here before you know it... so if you're thinking about taking advantage of the Employee Study Privilege (ESP) Program, be sure to submit your ESP form for on-campus courses to the Office of the Registrar (for CSU Online courses, submit a separate form to CSU Online) by end of day Monday, August 21, 2023. Before submitting your form, carefully review it to make sure it is complete, (i.e., all required signatures are present, and the applicable boxes and blank fields in every section on pages 1 and 2 have been completed) so as not to delay processing. To easily upload your ESP application, simply go to our website. Please note, Employee Study Privilege Program benefit year commences Summer session and ends Spring semester.

Billing credit for the study privilege will be applied to your account within 3-4 weeks after the Fall 2023 census date (September 6, 2023). Because the Study Privilege may not be credited to your account until AFTER the September 11th payment due date, the payment deferral charge will be waived in September. Any remaining balance after the credit is applied to your account will be due October 10, 2023. You can access the current ESP form on the HR website or the RO ESP Page which also houses FAQ's about the program. Please also note, employees registering at an undergraduate level, who are classified as Colorado residents for tuition purposes, must apply for and authorize the use of COF. Failure to authorize COF will result in an additional charge to your student account. Undergraduate students with special approval to register for 600-level courses are not eligible for COF.

If you need us . . .

Please call 970.491.4860,
email: registrarsoffice@colostate.edu, or chat us from the Registrar or RAMweb websites.
If you tag us "@RegistrarsOffice" in Teams we will not get the message.



FERPA Minute

FAMweb consent doesn't mean FERPA release. A signed paper release, on file in the office responding to the request is still legally required to speak to a parent or other individual about their student – even if the person asking you for information has FAMweb access to the student's academic data they are asking about.

Customer Service Hours Monday - Friday
Academic Year: 9:00am-5:00pm MT
Summer: 9:00am-4:30pm MT



Main Office Number: 970-491-4860

- Records and Registration
- Degree and Transfer Evaluation
- Curriculum, Catalog & Scheduling

Veteran's Education Benefits: 970-491-6340

Office of the Registrar
1000 Libbie Coy Way
Centennial Hall
1063 Campus Delivery
Fort Collins, CO 80523-1063

registrarsoffice@colostate.edu

ariesweb@colostate.edu

degreeoffice@colostate.edu

diplomaoffice@colostate.edu

gi_bill@colostate.edu

international_evaluation@colostate.edu

ramweb@colostate.edu

RO_curriculum@colostate.edu

roomscheduling@colostate.edu

transferoffice@colostate.edu