REGISTRAR'S UPDATES

Upcoming Important Dates
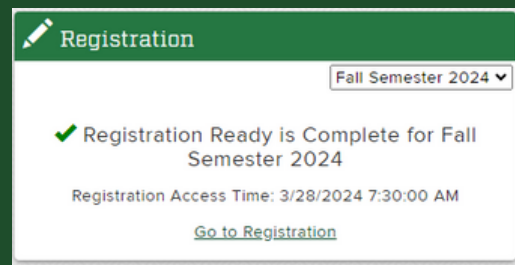
April 1	Fall 2024 Registration Begins Vet Med & Graduate Student Registration
April 2	Senior Registration Begins
April 5	Junior Registration Begins
April 12	Spring 2024 Individual Course Withdrawal & Repeat/Repair Deadline; Fall 2024 Sophomore Registration Begins
April 19	Freshman Registration Begins
April 29	New Student Registration Begins (Orientation Required)
May 3	Spring Courses End; Last Day to Process a Semester Withdrawal
May 6 - 10	Final Examinations
May 10 - 12	Commencement Ceremonies
May 13	Summer Classes Begin
May 14 - 2 PM	Spring 2024 Grades Due
May 15	Spring 2024 Grades Available on RAMweb
June 19	Summer Census

At advisor request, we have added a text reminder within the degree audit to confirm unique credits for any additional major. The new text states "Additional major must have a minimum of 27 credits that are unique to this major". The degree audit is unable to calculate the number of unique credits per program, so to support policy, we have added the reminder. Please keep this requirement in mind prior to submitting the Academic Program Change.

Additional major must have a minimum of 27 credits that are unique to this major.

N E W !

Working in Collaboration with the University Committee on Advising, we have adjusted Registration Ready to include a link to a student's Registration Access Time. This change appeared when Registration Ready opened for Fall 2024 on March, 18, 2024.

For all students, we have added the View Registration Access Time link at the bottom of the Registration Ready panel. It will take them to the normal Registration Access Date/Time page in RAMweb. If the student has an orientation hold, they are directed to complete orientation before their registration access time will be visible.

Once Registration Ready is complete, the registration access date/time appears in the Registration panel per current behavior in RAMweb.

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

Fall 2024 Semester at Sea course registration will begin on May 22nd.

Students attending the Fall 2024 voyage will be able to register for their Spring 2025 classes while on board, so when you meet with your students, it may be worth discussing both voyage classes and their Spring 2025 schedule.

These students will also have Registration Access times that will look different from what you're used to seeing in ARIESweb. Don't be alarmed! They will return to their normal access times for Spring 2025 registration.

Employee Study Privilege:

It's that time again as Summer Semester 2024 is right around the corner. If you're thinking about taking advantage of the Employee Study Privilege (ESP) Program, be sure to submit your ESP form for your on-campus courses to the Office of the Registrar (for CSU Online courses, submit a separate form to CSU Online) by end of day May 13, 2024. 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 https://registrar.colostate.edu/employee-study-privilege/ . 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 Summer 2024 census date (June 19, 2024). Because the Study Privilege may not be credited to your account until AFTER the July 10th payment due date, the payment deferral charge will be waived in July. Any remaining balance after the credit is applied to your account will be due August 12, 2024. You can access the current ESP form at https://hr.colostate.edu/current-employees/benefits/other-benefit-programs/academic-privileges/ which also houses FAQs about the program or at https://registrar.colostate.edu/employee-study-privilege/. 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, with the exception of undergraduate students registering for 600+ level courses who are not eligible for COF. Failure to authorize COF will result in an additional charge to your student account. For more information, please visit https://financialaid.colostate.edu/cof/.

AI and FERPA:

As more and more of us start to investigate and adopt the use of AI systems such as ChatGPT, Microsoft Copilot, or Claude, please keep in mind that these systems do not ensure FERPA protections. If using these systems to inform communications to or about students, you cannot input protected information; doing so would constitute a FERPA violation. Best practice is to refrain from inputting any student specific information into your request.

Programs for Returning Students

Starting in the Spring '24 semester, the Office of the Registrar initiated a process to reinstate a student's full program of study if the student returned to their original major. Historically, students returning after time away would be readmitted into their primary major only and any additional fields of study such as additional majors, minors, or certificate programs were not reinstated; the student was required to work with the individual programs to have those added. Please note that programs are only reinstated when the student is admitted back to their original primary major, any change to the primary major will result in the student having to work with departments to add their desired programs.

As this process was initiated in the spring, students admitted prior to the process change were held to the old practice and should review their record to ensure their desired programs are reflected.

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

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