



REGISTRAR'S UPDATES

Upcoming Important Dates

April 7	Fall 2025 Registration Begins Vet Med & Graduate Student Registration
April 8	Senior Registration Begins
April 11	Junior Registration Begins
April 18	Spring 2025 Individual Course Withdrawal & Repeat/Repair Deadline; Fall 2025 Sophomore Registration Begins
April 25	Freshman Registration Begins
May 5	New Student Registration Begins (Orientation Required)
May 9	Spring Courses End; Last Day to Process a Semester Withdrawal
May 12-16	Final Examinations
May 16-18	Commencement Ceremonies
May 19	Summer Classes Begin
May 20	Spring 2025 Grades Due
May 21	Spring 2025 Grades Available on RAMweb
June 25	Summer Census

Introducing The Hub: Your New First Stop for Student Services

Exciting changes are coming this spring! We're thrilled to introduce The Hub, a centralized resource designed to enhance support for students and their support networks. The Hub will be the first point of contact for inquiries related to student records and registration, while also providing front-line customer service for the Office of Financial Aid, the Bursar's Office, and Housing.

What to Expect

Starting in early May, The Hub will take over basic service-related questions, providing timely and accurate assistance. For more complex challenges, The Hub will work in close partnership with our team to ensure that every question is addressed efficiently.

When Will The Hub Open?

The Hub will be fully operational by early May, with a formal announcement once final logistics and systems are in place. Stay tuned for further updates, including official contact details, as we approach the go-live date!

Support for Faculty and Staff

Please note that faculty and staff seeking assistance with grade entry, ARIESweb, Banner access, room scheduling, and other non-student record/registration needs should continue to contact the Office of the Registrar at 970.491.4860 or RegistrarsOffice@colostate.edu.

Do you have an advisee who will be attending the Fall 2025 Semester at Sea voyage?



Fall 2025 Semester at Sea course registration will begin on May 21st.

Students attending the Fall 2025 voyage will be able to register for their Spring 2026 classes while on board. When you meet with your students, it may be worth discussing both voyage classes and their Spring 2026 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 2026 registration.

NEW

We're excited to announce an update to the overload request process, which will streamline and automate much of the work. On March 11, we transitioned to a new system that will allow for automated processing of overload requests. This means faster and more efficient handling of these requests for both you and your students.

1. The request form has been updated. In the former system, requests were sent via email to the Office of the Registrar for manual adjustments to student credit limits. In the new system, the request will trigger an automated workflow. If the student has already registered for at least one course, the system will automatically update their record to reflect the requested credits within minutes.

2. If the requested overload exceeds advisor approval limits — 21 credits for undergraduates, 30 for professional veterinary medicine students, and 19 for graduate students — the request will be routed to the appropriate approval authority (department chair, graduate school, DVM program) for review before being sent to the Office of the Registrar for final processing.
3. If the student has not yet registered for any courses, the request will be queued for manual processing, which could take up to a full business day.

Looking at Spring 2025 data, we found that 30% of overload requests submitted and processed were not utilized by students. To ensure the most efficient processing and avoid unnecessary steps, we encourage you to submit overload requests only after students have completed their first registration action.

We're excited about these changes and are confident they'll save time and help us better serve our students. Thank you for your continued support in making this transition smooth and successful!

Employee Study Privilege

It's that time again as Summer Semester 2025 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 19, 2025. 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 registrar.colostate.edu/employee-study-privilege/. Please note, the 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 2025 census date (June 25, 2025). 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 11, 2025. You can access the current ESP form at hr.colostate.edu/current-employees/benefits/other-benefit-programs/academic-privileges/ which also houses FAQs about the program or at 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/>.

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

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