



REGISTRAR'S UPDATES

Upcoming Important Dates

January 5	Summer Plan Ahead Begins
January 19	Last Day to Cancel Registration (no assessed tuition and fees) without requiring a Semester Withdrawal
January 20	Classes Begin
January 23	Restricted Drop Deadline
January 25	Add without Override Deadline
January 25	Last day for 0% assessment of tuition and general fees for Semester Withdrawal
January 26	Add with Override Begins
January 30	Graduation Contracts (UG) due
February 1	Last day for 25% assessment of tuition and general fees for Semester Withdrawal
February 4	<p>Census</p> <ul style="list-style-type: none"> • Add/Drop Deadline • After this date, an electronic Late Registration Change Request form may be submitted requiring a \$50 Late Registration Fee • Courses added after this date will not be COF eligible • Audit & Satisfactory/Unsatisfactory grading forms due
February 8	Last day for 50% assessment of tuition and general fees for Semester Withdrawal
February 9	Start 100% assessment of tuition and general fees for Semester Withdrawal
March 14 - March 22	Spring Recess
March 24	Summer Registration Begins



Introducing Our New Transfer Success Navigator Positions

The Office of the Registrar is pleased to announce the development of Transfer Success Navigator (TSN) positions, aimed at strengthening support for our transfer student population. These roles will focus on enhancing the student experience from admission to enrollment.

We are excited to welcome Grace Sayre and Kim Daggett as our TSNs. Grace and Kim will collaborate with units across campus to streamline processes and ensure transfer students receive timely guidance.

Departments are encouraged to reach out if you would like to connect with Grace or Kim, share insights, or discuss opportunities to better support transfer students.

Please join us in welcoming them to the team!



As a reminder, please direct students to send emails or forms to only the office that applies to their request, The Hub for Student Services or the Office of the Registrar. Sending to both offices creates duplicate cases and slows down processing.



Employee Study Privilege

Spring Semester 2026 is right around the corner! If you are thinking about taking advantage of the Employee Study Privilege (ESP) Program, please be sure to submit your ESP form for your on-campus courses to the Office of the Registrar by end of day on Tuesday, January 20, 2026. For CSU Online courses, please submit a separate form to CSU Online.

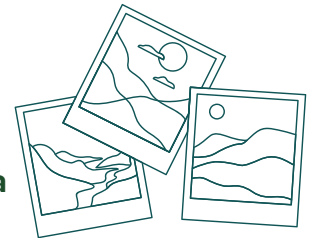
Billing credit for the study privilege will be applied to your account within 3-4 weeks after the Spring 2026 census date (February 4, 2026). Because the Study Privilege may not be credited to your account until AFTER the February 10th payment due date, the payment deferral charge will be waived in February. Any remaining balance after the credit is applied to your account will be due March 10, 2026. You can access the current ESP form by going to [this link](#) on the Human Resources website. There, you can also find Frequently Asked Questions about the program.

Before submitting your form, carefully review it to make sure pages 1 and 2 have been completed in their entirety so as not to delay processing. To easily upload your ESP application, simply go to [this link](#) on the Office of the Registrar website.

Please 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 that are not eligible for COF. Failure to authorize COF will result in an additional charge to your student account. For more information, please visit [this link](#) on The Hub for Student Service's website.

As a reminder, employees are responsible for applicable course fees and book charges. Employee Study Privilege Program benefit years commence every Summer session and end Spring semester.

Do you have an advisee who will be attending the Spring 2026 Semester at Sea voyage?



Students attending the Spring 2026 voyage will be able to register for their Fall 2026 classes while on board. These students have Registration Access times for Spring 2026 that look different from what you are used to seeing in ARIESweb. Don't be alarmed! They will return to their normal access times for Fall 2026 registration.

Are you advising a student using the GI Bill®?

If you are advising students who are using the GI Bill®, please be aware that Veterans Affairs will only pay for courses that are required by a student's degree program. Elective courses may be certified only if the student has not yet exceeded the minimum number of elective credits permitted by their program. If a student enrolls in elective credits that exceed that limit, our School Certifying Officials will reach out to confirm whether those credits are degree-applicable.

To help us support your students, please respond promptly to any emails from ro_gi_bill@mail.colostate.edu with the subject line "Course in Question." We must certify more than 1,500 students within 30 days of the start of classes, and your timely reply is greatly appreciated.

Thank you for your partnership in supporting our student veterans and their dependents.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <https://www.benefits.va.gov/gibill>.

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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