Registrar's Updates

April 2015- Volume 3, Issue 3

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Summer 2015 RI Online Classes in RAMweb

For Summer 2015, on-campus Resident Instruction students (RI) must register through RAMweb for online classes as they would for on-campus classes, rather than through OnlinePlus. Available online summer classes will appear in the RAMweb Class Schedule. Online classes are identified by section numbers beginning with 40 and the location listed as "online". Taking a summer class can be a great way for students to stay on track for graduation!

Tuition & Fees

Colorado-resident RI students taking online summer classes will be assessed as if they were taking on-campus classes and will be eligible for COF. Non-resident RI students will be assessed in-state rates for the first three credits of RI online summer courses. Non-resident students are not eligible for COF.

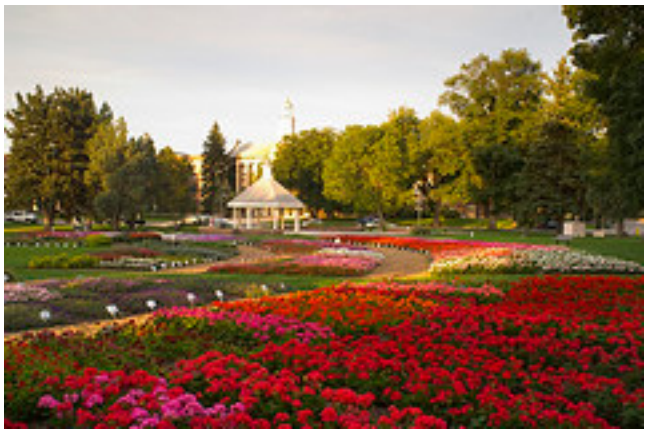
Important Dates

Fall 2015 Registration	April 6 DVM Students Graduate Students 2nd Bachelors Students April 7 - Seniors April 10 - Juniors April 17 - Sophomores April 24 - Freshmen
Final Exams	May 11-15
Commencement Ceremonies	May 15-16
Last day to turn in Employee Study Privilege form for Summer 2015	May 18
Spring 2015 Grades Due	May 19 at 2pm
Spring 2015 Grades Available on RAMweb	May 20
Memorial Day Holiday - University Offices Closed	May 25
Last day to turn in a Repeat/Delete form for Summer 2015	July 27
First 4-Week Summer Term	May 18- June 12
12-Week Summer Term	May 18- August 7
Second 4-Week Summer Term	June 15- July 10
8-Week Summer Term	June 15-August 7
Third 4-Week Summer Term	July 13-August 7

FERPA Minute

Q: Can I reply to an email from a student who is using an email address other than their CSU email?

A: You can respond with general information to any email address. However, if you are including information about student records, you must require that they contact you via their RAMs email or, in the case of Graduate students, the email they have registered with CSU. The easiest way to see which email they have registered with the University is under Email on ARIESweb. If the student uses this address you can discuss their record with them via email. However, if the student's record is marked CONFIDENTIAL you cannot communicate with them in this manner unless they remove their confidential block through the Registrar's Office. Feel free to forward these requests to our office for assistance. Our email address is registrarsoffice@colostate.edu.



Course & Graduation Planner

The Course and Graduation Planner tool is currently live and available for all students. However, only majors that have Major Completion Maps recognized by the University Curriculum Committee (UCC) are being built in the system. To see which majors are available, reference the Major Completion Map link at catalog.colostate.edu. We are continually building more so continue to check back. You can access the Course and Graduation Planner system through the Degree Progress Audit. Click the plans tab next to the audit drop down. For more information on this system or to schedule a demo, contact RO_gradplanner@colostate.edu.

Electronic Exceptions Training

The spring training schedule has been published! Upgrades to the Degree Progress Audit make online exceptions training easier. If your department requires exception approval for advisors and other staff to submit exceptions, please receive that approval before registering for class. **Click here to register.**

Employee Study Privilege

Our office is **currently accepting Employee Study Privilege application forms** for Summer 2015. We recommend that you submit your application form well before the May 18, 2015 deadline for processing. Information regarding this benefit may be found on the Human Resources website.

Spring 2015 Grading

Spring grades are due May 19th at 2pm.

For instructors usings Canvas: please allow enough time for entry of your grades in ARIESweb using the "Grade and Section Instructional Format Submission" link. There will not be an import grade feature available for Canvas at the end of Spring 2015 term. Grades can be entered for each student through the link above by typing in the grade or using the drop down list to select the appropriate grade. If needed, step-by-step instructions are available in ARIESweb using the "Grade Submission Help" link and then choosing the "How to Enter Grades" document.

For instructors using RamCT: the import grade feature will continue to work to transer the grades from RamCT to ARIESweb.

Did You Know?

The Psychology Department offers weekend three credit upper-division Psychology courses during the summer. These summer courses can be a great way for working students to stay on track for graduation! You will find these courses listed as PSY 492A-C and they are offered in a variety of interesting topics.

Calling All Department Academic Schedulers!

Academic and Classroom Scheduling would like to invite you to participate in a schedule build pilot.

This new and improved method for building the course schedule is a clean, modern, web based solution. Along with this new way to build your department's course schedule, you'll find increased functionality related to reporting and viewing your courses.

We hope you'll join us for the pilot for the Spring 2016 drafts which will begin ***this month*** (April 2015). Training opportunities and resources will be available! Those interested can email Marianna.Walsh@colostate.edu for more information.

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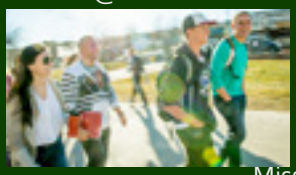

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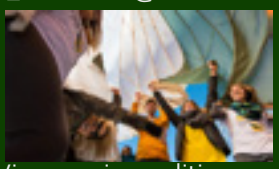

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Missed the last updates? View previous editions on the Registrar's Office website!

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