**Important Dates**

January 3: New Year’s Day observed - University closed  
January 10: First day of classes for full and first half terms  
January 12: Last day to add or drop a course with no grade for first half term  
January 17: Dr. Martin Luther King Jr. Day - University closed  
January 17: Grade replacement auto selection process run for first half term  
January 18: Last day to add or drop a course with no grade for full term  
January 19: 2nd cancellation for non-payment  
January 22: Saturday classes begin for full term  
January 24: Census date for Spring enrollment  
January 24: Grade replacement auto selection process run for full term  
January 27: Unsatisfactory web mid-term grading access available for first half term

**Spring 2022 Academic Calendar Changes**

April 15 & 16 - “Spring Weekend” now references “Health Break - No Classes”

**New Team Members**

**Assistant Registrar for Readmission and Records Maintenance**

We want to congratulate Hope Ringley for being selected as the next Assistant Registrar for Readmission and Records Maintenance. Hope is not an unfamiliar face, as she has served in numerous roles within the Office of the Registrar. Her new role will help guide and develop a team of three. That team is responsible for academic petitions, biographical changes, grading, grade replacement, major changes, NCAA reporting, readmission, records, study abroad credit, transient study, and transfer credit. 

Congrats to Hope.

**Assistant Registrar for Graduation Services**

We want to congratulate Tracy Beauregard for being selected as the next Assistant Registrar for Graduation Services. Tracy begins in the office officially on January 17. Tracy has been with the University for 15+ years and served in numerous capacities. Most recently she comes to us from Mechanical Engineering and Engineering Science having acted as an academic advisor. Her new role will help guide and develop a team of three. That team is responsible for undergraduate Degree Works graduation clearance, diplomas (including posthumous), graduation services, and substitutions and waivers. 

Congrats to Tracy.

**Grade Replacements - Information You Didn’t Know You Wanted**

<table>
<thead>
<tr>
<th>Term</th>
<th>Total Course Requests</th>
<th>Students with multiple courses</th>
<th>Topics - Denied</th>
<th>Course Withdrawn</th>
<th>Processed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2021</td>
<td>1688</td>
<td>285</td>
<td>2</td>
<td>97</td>
<td>1589</td>
</tr>
<tr>
<td>Fall 2019</td>
<td>1013</td>
<td>102</td>
<td>5</td>
<td>41</td>
<td>971</td>
</tr>
</tbody>
</table>

* Fall 2021, using the new automated opt-out solution & policy. Fall 2019, using the old opt-in solution & policy. Fall 2020 is not a good year for comparison due to the pandemic.

**DegreeWorks - A New Makeover for 2022!**

A more modern look of DegreeWorks is coming to you in February! The new DegreeWorks will display degree progress within an interface that’s mobile-friendly, less-crowded, and mapped with intuitive visual cues. Keep an eye out for more information and a list of training sessions scheduled to kick off in January. If you have any questions or would like to begin using the new interface, please email degreeworks@uncc.edu.

Training Sessions
- Tuesday, January 25, 2022 at 10am
- Wednesday, January 26, 2022 at 2:30pm
- Monday, January 31, 2022 at 10am
- Thursday, February 3, 2022 at 2:30pm
- Tuesday, February 8, 2022 at 2:30pm
- Friday, February 11, 2022 at 10am
- Monday, February 14, 2022 at 2:30pm
- Wednesday, February 23, 2022 at 10am

**Deadline for submitting final documents for fall 2021 graduation - January 24**

If a student applied to graduate in the fall and...
- enrolled in an approved transient study course, the Office of the Registrar must receive their official transcripts to apply any missing transfer credit. Students should have official transcripts sent electronically to transcripts@uncc.edu or mailed to the Office of the Registrar, King 141, 9201 University City Blvd. Charlotte, NC 28223-0001.
- has an incomplete grade, the instructor must provide the approved grade change to the Office of the Registrar.
- needs a substitution or waiver approval to complete degree requirements.

**Schedule Building Timeline for Fall 2022**

- Schedule building access made available to departments – Wednesday, January 5, 2022  
- Last day to pre-assign large classroom space - Friday, January 28, 2022 @ 5pm  
- Office of the Registrar Schedule Data Clean-Up Week - February 14-18, 2022  
- Last day for departments to build schedules - Friday, February 18, 2022 @ 5pm  
- Office of the Registrar Room Assignment Week - February 21-25, 2022  
- Office of the Registrar Final Proof of Schedule Week - February 28 - March 4, 2022  
- Fall 2022 Schedule of Classes made available to the public - Monday, March 7, 2022  
- First day of Fall 2022 registration - Monday, April 4, 2022

For questions and/or concerns, please send an email to regsscheduling@uncc.edu.