

### IMPORTANT DATES

**February 28-March 1:** Final exams for first half term

**February 27-March 4:** Spring recess - no classes

**March 3:** Final grades due at 5pm for first half term

**March 3:** Unsatisfactory mid-term grades due on the web by noon for full term

**March 6:** Fall 2023 schedule of classes available on the web

**March 6:** Student registration appointment times available on the web

**March 13:** Unsatisfactory mid-term grade notices emailed to students for full term

**March 15:** First day of classes for second half term

**March 16:** Last day to add or drop with no grade for second half term

**March 20:** Last day to change or opt-out of grade replacement for full term

**March 20:** Last day to withdraw from a course(s) for full term; grades subject to withdrawal policy

**March 20:** Last day to change grade type (P/NC or Audit) for full term

**March 20:** Grade replacement auto selection process run

**March 31:** Unsatisfactory web mid-term grading access available for second half term

### SPRING REGISTRAR FORUM

Thank you to those who attended our forums last week. We shared our notes earlier this week. Our next forum will be in the fall, sometime in late September. More details will be sent later. If you attended, please take a moment and complete our survey at <https://forms.gle/iBdwj4EhUBuy89sm8>.

**Note:** A hot topic during the forums was related to the recording of approved transient study with a grade of TIP so that it appears in the degree audit. After the conversation, we decided to table any further action until we've had a chance to further discuss during the March 9 Advising Leadership Committee meeting.

### WHO ARE YOU GOING TO CALL?

#### HOW CAN WE HELP?

Search by expertise or individual:  
<https://registrar.charlotte.edu/contact-us/registrar-specialist-directory>

### WELCOME TO KACEY CORDELL, SCHEDULING & REGISTRATION SPECIALIST

Kacey started with our office on Monday, February 27. She has previously served as Veterans Services Administrator at Arizona Western College (Yuma, AZ). She was responsible for communicating with and advising all prospective and continuing student veterans and dependents on all matters pertaining to the admissions process, enrolling in classes, and successful completion of respective degree programs. Prior to AWC, she served in the Marine Corps. We are excited to have Kacey join and round out the scheduling and registration team.

### SUBSTITUTION/WAIVERS

- Beginning March 1st, all substitution/waivers must be submitted through the Academic Petition system. Use of the PDF form is reserved for exceptional circumstances.
- Please update Graduation Services with authorized sub/waiver submitters – new advisors, program directors, etc. *Email graduation@unc.edu.*
- Graduation Services may request comment or reach out for clarification on a sub/waiver request - please respond promptly!

### SPRING 2023 GRADUATION CLEARANCE UPDATE

Number of undergraduate DegreeWorks audits not equal to 98% or 100%, for spring 2023 graduation applicants - (as of 2/28/2023)

College	Count
College of Arts + Architecture	58
Bellk College of Business	50
Cato College of Education	21
College of Computing & Informatics	78
William States Lee College of Engineering	58
College of Health & Human Services	157
College of Liberal Arts & Sciences	320
<b>Grand Total</b>	<b>742</b>



### OFFICE OF THE REGISTRAR - IN THE BOTANICAL GARDENS

**Front row:** Tracy, Lesley **Middle row:** Katie, Hope, Jill, Liza **Back row:** Isaac, Kacey, Hannah, Elizabeth, Ingrid, Chase, Jessica, Monique, Brittanae, Samantha  
Not pictured (behind the camera): Jon