

IMPORTANT DATES

October 3: Spring 2023 schedule of classes available on the web
October 3: Student registration appointment times available on the web
October 5: Last day of classes for first half term
October 6-7: Reading days for first half term
October 10-11: Student recess - no classes
October 12-13: Final exams for first half term
October 14: Unsatisfactory mid-term grades due on the web by noon for full term
October 18: Final grades due by noon for first half term
October 20: First day of classes for second half term
October 21: Last day to drop with no grade for second half term
October 21: Unsatisfactory mid-term grade notices emailed to students for full term
October 24: Grade replacement auto selection process run for second half term
October 24: Last day to change grade type (P/NC or Audit) for full term
October 24: Last day to change or opt-out of grade replacement for full term
October 24: Last day to withdraw from a course(s) for full term; grade subject to withdrawal policy
October 31: Registration for spring 2023 begins

THANK YOU

Thank you to all who participated and provided feedback on our Senior Associate Registrar candidates.

REGISTRAR FORUMS

You should have received the Power-Point slide deck and notes by now. If you have not, you can find them [here](#).

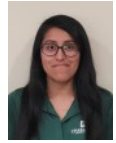
Also, please do not forget to submit our [Forum Evaluation](#).

WHO ARE YOU GOING TO CALL? HOW CAN WE HELP?

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

NEW TEAM MEMBER

We have a new team member, **Lesley Soriano, Records Specialist**, who started on September 7. Join us in welcoming her to the team. Lesley joins our Records team. You can find more about Lesley [here](#).



REMINDER: FORMAL STUDENT COMPLAINT RESOLUTION LOG (POLICY REQUIREMENT)

This is just a reminder about the [complaint resolution log](#) requirement. Written student complaints from currently enrolled students that do not have a formal or established appeal process, along with their resolution should be logged. This requirement is related to our research, teaching, and service mission. All units that receive and resolve student complaints are included. Contact Leslie Zenk, Assistant Provost, at lzenk@uncc.edu for questions.

SUBSTITUTION/WAIVER ACADEMIC PETITION TOOL

- The Substitution/Waiver Tool in the Academic Petition system became available on October 3, 2022.
- Graduation Services will continue to accept the Substitution/Waiver form – please submit these to graduation@uncc.edu.
- On Friday, October 30th, Graduation Services will send an email with the instructional guide and, to assist with the transition, the PDF version of the Substitution/Waiver form. But, we invite you to submit via the academic petition system.
- Please submit any feedback or issues using the substitution waiver tool to graduation@uncc.edu. This feedback will help us ensure both the tool and the instructional guide are addressing our needs, and identify a point in the future in which we may retire the PDF version.

SUB/WAIVER SUBMISSION

Number of undergraduate DegreeWorks audits, not equal to 98% or 100%, fall 2022 graduation applicants, as of 9/26/22. If you have substitutions or waivers to submit on behalf of your students, **now is the time to submit**. It is not recommended to wait until the end of term.

College	Count
College of Arts + Architecture	11
Bellk College of Business	40
Cato College of Education	6
College of Computing & Informatics	47
William States Lee College of Engineering	49
College of Health & Human Services	33
College of Liberal Arts & Sciences	210
Grand Total	396

NAMED COLLEGE TRANSCRIPTS IN IMAGENOW (C7)

If you are a frequent user of ImageNow, reviewing college transcripts from other institutions, you probably know how frustrating it can be to find the transcript you're looking for if the student attended more than one institution. In September, with the help of Undergraduate Admissions and OneIT, the sending institution's name is now visible to aid in that research. *Note: Transcripts received prior to our September go-live will not have this feature.*

SID	Student Name	Institution Name	Term	Person/Issuing Institution	Type	Pages	Roadmit Status	Notes	Created By	Created	Modified
81000000000000000000	ASHEVILLE-BUNCOMBE TE...	Asheville-Buncombe Te...			College Transcript ... 2				btaylor14	9/2/2022	ilopes
81000000000000000000	GASTON COLLEGE	Gaston College			College Transcript ... 2		TS		kadam76	9/2/2022	ilopes
81000000000000000000	CLEVELAND CC	Cleveland CC			College Transcript ... 2				btaylor14	9/2/2022	ilopes
81000000000000000000	CENTRAL PIEDMONT CC	Central Piedmont CC			College Transcript ... 3				jchen78	9/2/2022	ilopes
81000000000000000000	GASTON COLLEGE	Gaston College			College Transcript ... 2		TS in AP		btaylor14	9/2/2022	ilopes
81000000000000000000	CENTRAL PIEDMONT CC	Central Piedmont CC			College Transcript ... 4				btaylor14	9/6/2022	ilopes
81000000000000000000	MITCHEL CC	Mitchel CC			College Transcript ... 3				btaylor14	9/6/2022	ilopes
81000000000000000000	ARIZONA SU	Arizona SU			College Transcript ... 3			NO TS/emailed 9/14/2...	btaylor14	9/6/2022	ilopes
81000000000000000000	GWINNETT TECH COLLEGE	Gwinnett Tech College			College Transcript ... 2				tlial1	9/6/2022	ilopes
81000000000000000000	GUILDFORD TECH CC	Guildford Tech CC			College Transcript ... 2				kadam76	9/6/2022	ilopes