

### IMPORTANT DATES

**June 10:** Last day to withdraw from course(s) @ 11:59pm for first half term  
**June 10:** Last day to change grade type (P/NC or Audit) for first half term  
**June 10:** Last day to change or opt-out of grade replacement @ 11:59 pm for first half term  
**June 14:** Grading available to instructors for first half term  
**June 21:** Last day of classes for first half term  
**June 25-26:** Final exams for first half term  
**June 27:** Last day to apply for summer graduation @ 11:59pm  
**June 27-28:** No classes for full term  
**June 28:** Grades due by noon for first half term

### SUSPENSION APPEAL DEADLINE

The Associate Deans Council approved a change in deadline date for future suspension appeals. The current deadline is August 14, 2024. **Future appeal deadlines will be seven (7) days prior to the first day of classes.** This is a student submission deadline. Approvers, primarily Associate Deans, will continue to have access to review/decision appeals after that deadline. Students will not be allowed to circumvent this appeal by submitting an academic appeal after the deadline.

### WAITLIST REMINDER

The Banner waitlist feature is a useful tool to systematically organize students on a list who wish to register for a course section when there are no seats available. The waitlist feature will notify students, via email, when a seat becomes available in a full (closed) class and provides the specific time when the opportunity to register expires. It is imperative to keep in mind, however, that electronic overrides are prohibited from being issued to students if the section has a waitlist. If a course section needs the flexibility of discretionary registration manipulation, do not add a waitlist to the course section.

### ACADEMIC STANDING POLICY UPDATE

A slight change to the [Academic Standing Policy](#) occurred this month. Previously, Good Academic Standing Warning was used to reference students meeting the overall cumulative GPA, but performed below a 2.0 GPA or below  $\frac{2}{3}$  ratio of earned to attempted hours for the semester. The 'Good' and 'Warning' were considered confusing for students. Is this a warning or am I good? The policy change was to drop the word 'Good'. Now the policy references **Academic Standing Warning**. This necessitates some changes to student communications. We wanted to make you aware in the event you have conversations with students or send additional communications.

### 2023 GENERAL EDUCATION ATTRIBUTES

**LAH** (*Local Arts & Humanities*), **GAH** (*Global Arts & Humanities*), **LSS** (*Local Social Science*), and **GSS** (*Global Social Science*) have now been added to DegreeWorks audit, as a hidden requirement. This is primarily helpful for transfer students, indicating courses that might not directly equate to a 15xx course, but meets the theme requirements. Courses, both institutional and transfer, can appropriately slot into a requirement based on these attributes now. As with any change, please share feedback. If a course meets one of these theme requirements, it is best to submit a general education petition. If approved, the attribute will be added to the course.

### OFFICIAL TRANSCRIPT ORDERING UPDATE

[New federal legislation](#), enacted in October 2023, goes into effect July 1, 2024 that impacts how official transcripts are held by Charlotte for students who have received or are receiving federal aid and have an outstanding balance. There is a provision that allows us to hold a portion of the transcript that relates to an outstanding balance, but portions that are not related to an outstanding balance must be released. This partial release and/or applying differently for students with or without federal aid is not realistic for us or many other institutions to manage. Our systems simply are not designed to supply parsed transcripts in this way. It is also a disservice to the recipients of student transcripts, only receiving partial records of their prior study.

Effective July 1, Charlotte plans to no longer hold official transcripts for outstanding balances or unreturned equipment. Essentially, holding official transcripts for any financial reason will no longer be our practice. There are still a number of unanswered questions that many of our national associations have put forth to the U.S. Department of Education. Our current proposed handling may change as we receive additional clarification. For the meantime, we wanted to make you aware of this change and ask that you review any websites or literature that references holding official transcripts for financial reasons. Those references need to be updated. Stay tuned!

### PRIORITIZATION OF TRANSFER CREDIT (NEW STUDENTS)

New students are prioritized higher after making an advising appointment. Our objective is to ensure their transfer evaluation is complete prior to that appointment. This is a relatively new feature this year that we are excited about. Last year, we could only prioritize based on orientation dates. We recognize that many advising appointments happen before orientation. To-date we have been able to provide those evaluations prior to the student's advising appointment. In addition, we prioritize summer over fall, then orientation, then date order from UG Admissions. This advising appointment prioritization also includes transcript updates (ie, final grades for spring) assuming we have received the transcript. We hope this improves interactions with your students.

### NEWS FROM OUR PARTNERS IN UNDERGRADUATE ADMISSIONS

(See page 2 and 3)

# NEWS YOU CAN USE FROM OUR PARTNERS IN UG ADMISSIONS

Undergraduate Admissions is excited to share a new tool to assist incoming students with major change requests. Starting May 1, incoming first-year, transfer, and second-degree students will have the option to request a major change through the new Major Update form. This form allows a single point of request for students, advisors, and staff regarding updating majors for students *pre-matriculation*. If you previously contacted Undergraduate Admissions via phone for major changes, please use this process moving forward.

## GENERAL FAQs:

### Who is eligible?

- Incoming first-year, transfer, and second-degree students are eligible.

### Who can submit the form?

- Incoming students, advisors, or admissions staff are able to submit the form. More details on this process are included below.

### What majors are eligible?

- Most majors can be requested; however, **competitive majors** require review by admissions staff prior to being changed (e.g., business, engineering, computer science, and nursing).
  - Additionally, all transfer student requests require review by admissions staff *after* a student has received an admit decision.
  - Majors with secondary application processes (e.g., COAA) may not appear in the list of majors past the application deadlines.
- **Distance education majors** are not included, and those students should contact Admissions ([admissions@charlotte.edu](mailto:admissions@charlotte.edu)) to request that change.
- Advisors should note that major change requests for **Department Admits** will not be reviewed by an admissions counselor, and those changes will be made as requested in Slate and Banner. Advisors accept responsibility for all Department Admits that are requested and will be required to mark their understanding on the form.

### What is the timeline for review?

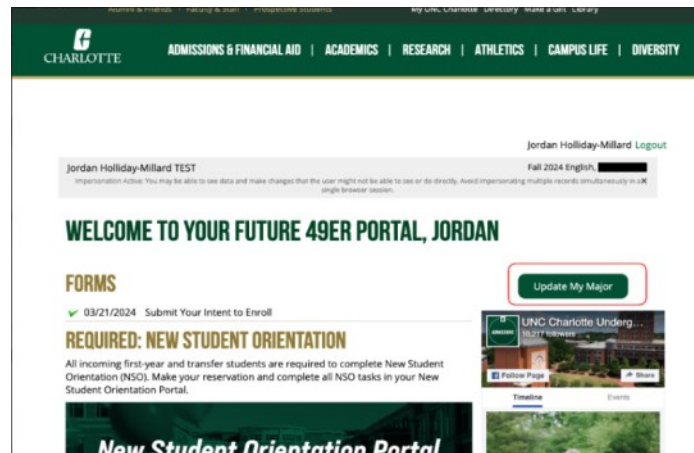
- In general, students should allow up to two (2) business days for the form to be processed by the admissions team. However, some majors that do not require additional review may be automatically changed. Students will receive a confirmation email of their update (approval or denial) once it is completed.

**Please Note: This form is only available for incoming students *before* they start at UNC Charlotte. After the start of the semester, major changes must be requested through the Office of the Registrar.**

## HOW TO SUBMIT:

### Incoming Students

1. Login to their [Future 49er Portal](#).
2. On the top right of their portal, eligible students will see the **Update My Major** button. Students will click the button to be taken to the form.



3. The form will auto-fill with the students information from their application. Students will use the **Intended Major** to select their updated major.

**MAJOR UPDATE** Jordan Holliday-Millard TEST (jordan.holliday-millard@charlotte.edu)  
Fall 2024 English  
Not Jordan Holliday-Millard TEST? [Click here](#)

Email Address  
jordan.holliday-millard@charlotte.edu

First Name  
Jordan TEST

Last Name  
Holliday-Millard TEST

Birthdate  
[REDACTED]

Current Major  
English

Intended Major  
English

Submit Cancel

5. After selecting the updated major, they click **Submit** and the form moves forward for processing.
6. Students will receive email communication regarding the status of the requested update.

For additional questions, students can contact UG Admissions.