

UNCW OFFICE OF THE REGISTRAR

n-e-w-s-l-e-t-t-e-r

VOLUME 5 / ISSUE 8



OCTOBER 2015

Religious Absence Observances

North Carolina General Statute 116-11(3a) and UNC policy authorizes a minimum of two excused absences each academic year for religious observances required by the faith of a student. Students must submit a request for an excused absence, within SeaNet, seven days prior to the religious observance. The student shall be given the opportunity to make up any tests or other work missed due to an excused absence for a religious observance.

Please ensure the above statement appears in all course syllabi.

We have been made aware of instances where instructors require students to notify them at the beginning of the semester. That far in advance is considered a courtesy notification. Students still have until seven days prior to the requested date to submit a request and have it honored.

We also get questions from instructors asking to verify that the date selected is actually a holiday. We are not allowed to validate the date. The actual religious event may be on a different date, but the date selected is the date the student chooses to observe the religious event.

If the requested date, submitted seven days prior, affects an instructor's course, an email notification will be sent to the instructor. Students are only allowed two in a given "academic year". The request system will keep track of these across semesters and will not allow more than two.

Beyond the two requests, it becomes instructor discretion.

Graduation Reminders

The **Fall 2015** graduation application deadline is **October 16, 2015**.

SEAHAWK SALUTE

Tuesday, October 20th—10am-6pm—Campus Bookstore

I bet you didn't know ...

In September, the Office of the Registrar sent **2,541**

Apply to Graduate emails.

Office of the Registrar
James Hall

Phone: (910) 962-3125

Fax: (910) 962-3887

Campus Box: 5618

registrar@uncw.edu

graduation@uncw.edu

transcripts@uncw.edu

OAPregistrar@uncw.edu

sa_regfax@uncw.edu

Online Accelerated Program (OAP)

Dates & Deadlines

- ◇ **October 13**—Fall 1 Grading Opens
- ◇ **October 14**—Fall 1 Withdrawal Failing Deadline
- ◇ **October 15**—Fall 1 Course End Date
- ◇ **October 18**—Fall 1 Grading Closes
- ◇ **October 19**—Fall 2 Classes Begin
- ◇ **October 21**—Fall 2 Add/Drop Deadline at **5:00pm**
- ◇ **October 22**—Fall 2 Class Cancellation for Non-Payment

For any registrar-related OAP issues, students, faculty and staff should contact:

OAPregistrar@uncw.edu.

Review of Graduation Applicants

Who Do Not Clear Their Audit

When you receive your bi-weekly list of students who have applied to graduate, but are not clearing their degree audit, please review and address as soon as possible. Our goal is to get these resolved prior to graduation, as we only have sixty (60) days to finalize their graduation following the ceremony. The university receives a penalty from the federal government if there is a delay. This penalty stems from our delayed reporting of graduated students to the National Student Loan Data System (NSLDS) via the National Student Clearinghouse (NSC). Reporting of graduated statuses is critical to the protection of a student's interest subsidy and initiation of repayment periods. We have worked hard to concentrate the results of your reports to focus just on those students who are not clearing. Additionally, we have internally reorganized the substitution and waiver personnel in an effort to respond more quickly to processing needs. Please ensure that your students have been reviewed and acted upon prior to the graduation ceremony, as much as humanly possible.

IMPORTANT DATES

October 8

Last Day to Withdraw With a W
(Undergraduate Students)

October 12-13

Fall Break—No Classes

October 16

Graduation Application Deadline—Fall 2015
(Undergraduate & Graduate Students)