

SEPTEMBER 2016

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### Office of the Registrar Contact Info

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### Welcome, Brittany Ranz!

The Office of the Registrar is pleased to announce that we have filled one of our Online Student Specialist positions! We welcomed Brittany Ranz to the team in August and couldn't be more thrilled! Please join us in welcoming Brittany to UNCW!

### Vacant Position

The Office of the Registrar is currently looking to fill the Executive Assistant to the Registrar position. If you know someone that would be a good candidate, please refer them to the UNCW website to apply. This position reports directly to the University Registrar and plays a vital role in the success of the department. We encourage you to pass on this information to anyone you feel would be a good fit!

### Re-enrollment Deadlines

The deadline to re-enroll and submit an appeal for students who have been dismissed from the university for the upcoming Spring 2017 term is October 1st.

### Graduation Application Deadline

Fall 2016

Friday, October 14th

## IMPORTANT DATES

September 2-5—IT Maintenance Weekend (Friday @5pm—Monday @8am)

September 6—Fall Faculty Meeting

September 28—Office of the Registrar Fall Forum Day 1 @3:30pm

September 28—Office of the Registrar Fall Forum Day 2 @3:30pm

### Online Accelerated Program (OAP) Dates & Deadlines

◇ September 5—University Closed—OAP Classes Still in Session

◇ September 6—OAP Fall 1 Withdrawal Passing (WP) Deadline

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

[OAPregistrar@uncw.edu](mailto:OAPregistrar@uncw.edu)

### Last Date of Attendance (New!)

For grades of failing (F) and unsatisfactory (U), the student's last date of attendance is now required when submitting grades. For those students who attended the entire term, but failed to demonstrate proficiency, this date could be the last day of class for the semester. For those students who did not demonstrate proficiency because they stopped attending, the date will represent the day they stopped attending. This requirement replaces the need for the Office of Scholarships & Financial Aid to reach out to faculty by email after grades are posted, requesting this date. This follow-up has been a time-consuming process for that office. The student's last day of attendance has an effect on how a student's financial aid is assessed.

### Main Campus and Extension Campus Billing

If a student takes courses on the UNCW main campus they are billed one set of fees associated with the main campus. Likewise, if a student takes courses through the UNCW extension program, they are billed a separate set of fees associated with the extension campus. If a student takes courses at both campuses, they are billed both extension and main campus fees. The exception to being billed for both fees is if a student is registered for 12 credit hours at either campus, they will only be billed for the fees associated with that campus. So, if a student has 12 credit hours on main campus, and then signs up for an extension course, they will not be billed for the extension fees.

### Withdrawal Deadline

The last day to withdraw with a W is October 10th

### SAVE THE DATE!

### Office of the Registrar Fall Forum Dates

Wednesday, September 28 & Thursday, September 29  
3:30pm—4:30pm / James Hall Auditorium