

# Open Forum – Spring 2024

## February 27 & 28, 2024

Office of the Registrar



**Note for those attending via Zoom:** Please **mute your mic** when entering. Based on expected attendance numbers, please **use the chat feature** to ask any questions. Our teams are monitoring and answering or will present question to everyone if we need to further discuss. **Thanks for attending.** Also, **we are recording** to provide notes to those who are unable to attend.



## Our Agenda

### Welcome

- Administrative
- Enrollment & Student Services Team
- Graduation Services Team
- OneIT/Reg Team
- Records Team
- Scheduling & Registration Team
- Transfer Credit Team



# Administrative

Dr. Jonathan Reece, University Registrar  
Isaac Fite, Senior Associate Registrar  
Jill Gosnell, Business Manager

## Course Program of Study – CPOS\*

This is a federal financial aid requirement that has been around for years. CPOS is the process that is run to identify courses within a student's program of study. Courses that do not apply toward a student's program of study will be ineligible for federal financial aid.

### Charlotte is implementing this beginning with the Fall 2025 term

Note that registration opens in early April 2025, so this is closer than you think.

Students will receive alerts throughout registration, alerting them when classes do not qualify for aid.

- Extraneous courses that students take outside of their elective bucket will not qualify for aid
- Courses related to a minor that are not required of the primary program of study
- Study abroad could be affected, if not counting in the student's program of study
- Possible Honors courses outside the student's program of study

\* Topic suggestion from fall 2023 post-forum feedback

Topic suggestion post-last forum...

CPOS will utilize the degree audit to determine degree applicability.

We want to provide you with enough time to consider the impact for your students.

We hope that you have heard about this prior to today.

Students receiving these alerts will be told to seek advice from their advisor.

This does not preclude a student from taking additional course, its just that they will have to pay out of pocket for them.

VA Benefits are subject to their own rules and do not fall under CPOS.

International students would not be affected, as they are ineligible for federal aid.

Please note...we are still analyzing the impacts. We may dismiss some and/or add more. There is a meeting this Friday (3/1) to continue discussions.

**The answers provided below from the forum are based on what we know at this moment. Answers are subject to change.**

**Q:** Does this apply for financial aid and courses at both the undergraduate AND graduate level?

**A:** CPOS will apply for both UG and GR students.

**Q:** Would electives taken to earn 120 total credits count? Major + General Education + Electives = 120

**A:** So long as those electives are not in excess of the 120, they should be

aid-eligible. Keep in mind that each student will bring in via early college/AP/Transfer work which may also eat up their free elective bucket. Electives that make up the student's program of study are included.

**Q:** Any course that is outside of Gen Ed and major requirements but that helps the student towards the 120 needed to graduate will be covered. This is what has been told to me previously. Is this correct?

**A:** Yes, that's correct. If the course applies to the student's Major, General Education, and/or to the number of free electives that that particular student needs to earn 120 credits to graduate, then the course is federal financial aid-eligible. Depending on major and the number of credits a student brings in with them when they arrive at Charlotte, each student may have a different number of free electives they have available for them.

**Q:** What about double majors?

**A:** These students could be impacted.

**Q:** What about the Secondary Education minor that is required for our BA in Pedagogy? They get their license to teach in that minor. Would that still be affected if they met the 120-credit hour requirement?

**A:** This is the only minor that will be covered by Financial Aid unless a major requires a minor and another minor could be used to fulfill that requirement.

**Q:** Any other minor will not be covered by financial aid? Even if it is within the 120 credit hours?

**A:** If the courses required for that minor are within the required credit hours (typically 120) to earn a degree then the courses will be covered.

**Q:** Will financial aid cover a declared minor? What about dual majors?

**A:** The Federal Government's guidance is that minors should not be covered by financial aid. With that said, we understand there are a lot of different things and situations to consider and work through. There are some instances where minor courses can be covered. We are still ironing out all the details regarding minors.

**Q:** May a student declare a second major and then drop that major without punitive action if they do not wish to proceed?

**A:** Second majors and timing of major changes is still being discussed.

**Q:** When will these audits be run and students notified?

**A:** Financial aid will begin running CPOS audits on students as early as April 2025 when registration opens for fall 2025. We are still ironing out all these decisions but right now, the process will run daily beginning when registration opens and ending on census.

**Q:** Will this be enforced only for the 2025-2026 catalog year students? or all students?

**A:** It will apply to all students. They will start seeing warnings when they first start registering for fall 2025.

**Q:** We are seeing a lot of early college/dual entry students needing to take not needed electives to keep full time standing as they are in lock step programs with prereqs, etc-- advice for how to advise these students who are relying on aid and can't pay out of pocket but won't qualify?

**A:** We will have to add this to the list for discussion with our Financial Aid partners.

**Q:** How about courses that require related work but do not indicate a specific minor. Example: IDST requires a minor in a related discipline. A student did an IDST degree in Film Studies and she was made to do a minor because her English major would not count. So, she HAD to get a minor for them.

**A:** We will need to take a special look with financial aid at IDST. In most cases, so long as the curriculum is required by the major, then it should be aid-eligible under CPOS.

**Q:** I'm aware that there is still a lot to be decided and communicated out, but I know there was talk of how this would look to students on DegreeWorks. Will those not on federal aid see the same information as those who are on federal aid?

**A:** We are still working through this as well but in our conversations, we do want all students to see the same information, so we are still determining the best way to show information to students and not cause a lot of confusion. Currently, there will be information in the DegreeWorks header to show students which courses would not be covered by financial aid. (*see example image in next slide*)

**Q:** Does this mean UCOL 1300/1305 won't be covered either? Or any UCOL Course?

**A:** The short answer is that if the course slots in a major (or gen ed) requirement or the student's free electives needed to get to the total hours needed to graduate (typically 120), then the course is covered. The long answer is that there are a lot of "ifs" to consider, and we are currently looking at courses students take and analyzing them with CPOS. There will be discussions with various parties across campus to come up with guidelines and decisions as we work through this process.

## Course Program of Study - CPOS

CPOS will utilize the student's degree audit to determine degree applicability.

Current Course(s) Not Eligible for Financial Aid WGST 4140: Spring 2024

- We wanted to provide you with enough time to consider the impact for your students
- We hope that you have heard about this prior to today
- Students receiving these alerts will be told to seek advice from their advisor
- Timeliness of Sub/Waivers, Change of Majors, and other curricular changes will be key
- We're presenting info & answer questions based on our current understanding: we are still working through many of the details. Your questions/concerns will help & we're capturing
- Do not share with students yet

Note: This does not preclude a student from taking additional courses, its just that they will have to pay out of pocket for them.

VA Benefits are subject to their own rules and do not fall under CPOS.

International students would not be affected, as they are ineligible for federal aid.

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**The image on this screen is what will appear at the top of a student's degree audit.**

Example: Student is enrolled in 12 hours, but 4 hours do not qualify for aid...  
Aid will be awarded on 8 credit hours. Loan and PELL grant eligibility will be based on 8 hours (3/4 time) and thus the student may have a balance.

**The biggest challenge our office expects to see is the timing for program of study and substitution/waiver changes. General transfer credit could present a problem if it slots before a CLT course.**

Some students may have Title IV and VA benefits at the same time, and CPOS will bring Title IV monitoring in closer alignment with VA Benefits, but they still will not be synonymous.

We did not add contact information purposefully. The policy relates to financial aid. The building of this solution spans several offices.

## Course Program of Study - CPOS

### Some examples appearing in early tests with real, sample students...

- Pre-Business major; ACCT 3300 is the only course not FA Eligible
- University Honors; Courses don't slot in a major requirement; has a minor
- Minor Course AMST 3100; Don't slot: JAPN 1201, JAPN 1201L
- Comm Studies major where a minor can satisfy a requirement; student has 2 minors; **transfer** courses
- Student has UCER, Minor, courses don't count towards major
- Exempt from Gen Ed; Large **Transfer** credit
- Double major, Minor; Courses don't slot
- Courses don't slot and no free electives
- Foreign language requirement met already; courses not covered slot in minor
- ACCT 3323 - pre-req for a course requirement but an option for another requirement that wasn't selected
- UCOL Student - SOCY 1101, no where to slot
- Minor courses; student has used free electives with **transfer** credit
- Course only applies to minor and student has **transfer** credit that has used up all free electives
- 1 course slots in minor and the other doesn't have a place, no free electives, **transfer** credit

A lot of examples where transfer credit is slotting (paid for prior to transfer) where potential CLT courses could slot...need to discuss/examine extraneous TRNF credit.



## Valid Email – Informative & Actionable

[registrar@mc.charlotte.edu](mailto:registrar@mc.charlotte.edu)

### This is a sending email only...

Enrollment Communications utilizes [Salesforce Marketing Cloud](#) to send all emails on behalf of our office and other partner offices. You likely will only see this email if a student shares with you. All sender profiles within the platform use the [@mc.charlotte.edu](#) format. Using this platform allows responses to [automatically create Salesforce cases](#) that can be addressed by Niner Central Specialists and [track opening/reading/responses](#).

Earlier this year, we sent an academic standing warning email to students that had an incorrect subject line. Students questioned this (*which we're excited about since it means the read it*) and shared with some of you. If you were not aware that we use this marketing cloud, it looked suspicious. We just want you to know that this is a legitimate email address should you see again in the future.

## Gen Ed Changes – by course (eff fall 2023)

ANTH 1101 (Intro to Anthropology) – **ANTH 1501** (GSS: An Intro to Anthropology)  
ARTH 2001 (Topics in Art History) – meets **LAH & GAH**  
ARTH 1211 (Art History Survey I) – meets **GAH**  
ARTH 1211 (Art History Survey II) – meets **GAH**  
**CJUS 1100** (Intro to Criminal Justice) – **CJUS 1511** (LSS: Intro to Criminal Justice)  
COMM 1101 (Public Speaking) – meets **LAH**  
COMM 2107 (Interpersonal Communication) – meets **LSS**  
DTSC 1302 (Data & Society) – meets **LSS**  
ECON 1101 (Economics of Social Issues) – **ECON 1501** (GSS: Econ of Social Issues)  
ECON 2101 (Principles of Economics-Macro) – meets **GSS**  
ECON 2102 (Principles of Economics-Micro) – meets **GSS**  
**ENGL 2101** (Masterpieces of British Lit) – meets **GAH**  
**ENGL 2104** (Major American Writers) – meets **LAH**  
**GEOG 1101** (World Regional Geography) – **GEOG 1501** (GSS: World Geography)  
GEOG 1105 (Intro to Human Geography) – **GEOG 1501** (GSS: World Geography)  
HIST 1120 (European History to 1660) – **HIST 1502** (GAH: European Hist to 1660)  
HIST 1160 (US History to 1865) – meets **LAH**  
HIST 1161 (US History since 1865) – meets **LAH**

**LBST 1101** (Arts & Society: Dance) – **DANC 1502** (GAH: Dance in Global Contexts)  
**LBST 1104** (Arts & Society: Theatre) – **THEA 1502** (GAH: Theatre in Global Contexts)  
**LBST 1103** (Arts & Society: Music) – **MUSC 1502** (GAH: Music in Global Contexts)  
**LBST 1105** (Arts & Society: Visual Arts) – **ARTA 1502** (GAH: Art in a Global Context)  
**LBST 2101** (Western History & Culture) – **No crosswalk**  
**LBST 2301** (Critical Thinking & Comm) – **No crosswalk**  
**PHIL 1101** (Intro to Philosophy) – **PHIL 1512** (LAH: Intro to Philosophy)  
**PHIL 3210** (Ethical Theory) – meets **LAH**  
POLS 1110 (American Politics) – **POLS 1511** (LSS: Intro to American Politics)  
POLS 1130 (Comparative Politics) – **POLS 1501** (GSS: Intro to Comparative Politics)  
**RELS 1200** (World Religions) – **RELS 1502** (GAH: World Religions)  
RELS 2101 (Intro to Western Religions) – meets **GAH**  
RELS 2102 (Intro to Asian Religions) – meets **GAH**  
RELS 2108 (Religion in American Culture) – meets **LSS**  
SOCY 1101 (Intro to Sociology) – **SOCY 1511** (LSS: Sociological Appr to Local Issues)  
THEA 2310 (Theatre History I) – **THEA 1502** (GAH: Theatre in Global Contexts)  
THEA 2311 (Theatre History II) – **THEA 1502** (GAH: Theatre in Global Contexts)  
SOWK 1101 (The Field of Social Work) – **SOWK 1511** (LSS: The Field of Social Work)

If you are aware of other crosswalks or errors in what you're seeing, please share with us.  
Click [here](#) to view how these crosswalks are being handled for transfer.

**Bold** = courses are being discontinued

This is not an all-inclusive list. If you are aware of others not listed, do not assume we are also aware. Please share additions with the Office of the Registrar (jreece15@charlotte.edu).

## Reverse Transfer Program



### Eligibility?

- Transferred from a NCCC without an associate degree
- Earned at least 16 credit hours prior to transfer

### How it works?

- Free – No action after opt-in
- Data sharing between CLT and NCCC when students are between 60-100 earned hrs @ CLT
- Data shared 2 times per year – Fall/Summer (Feb/Mar) & Spring (Jun/Jul)

### What does the student get?

- Associate degree – tangible degree until a baccalaureate is earned
- General Education Waiver

- Students cannot use this program to pursue a 2<sup>nd</sup> associate degree.
- Cannot have any holds when the data is pulled.
- **I interviewed a random selection of students participating in RT; What I found was:**
  - Earning an associate degree was less of a motivator to complete their baccalaureate degree (as advertised)
  - Some found benefit having a temporary (their words) degree until they completed a baccalaureate
  - **The driving benefit for all was the general education waiver**

**Q:** Is this Transfer Program available to students utilizing Dual Enrollment/Early College?

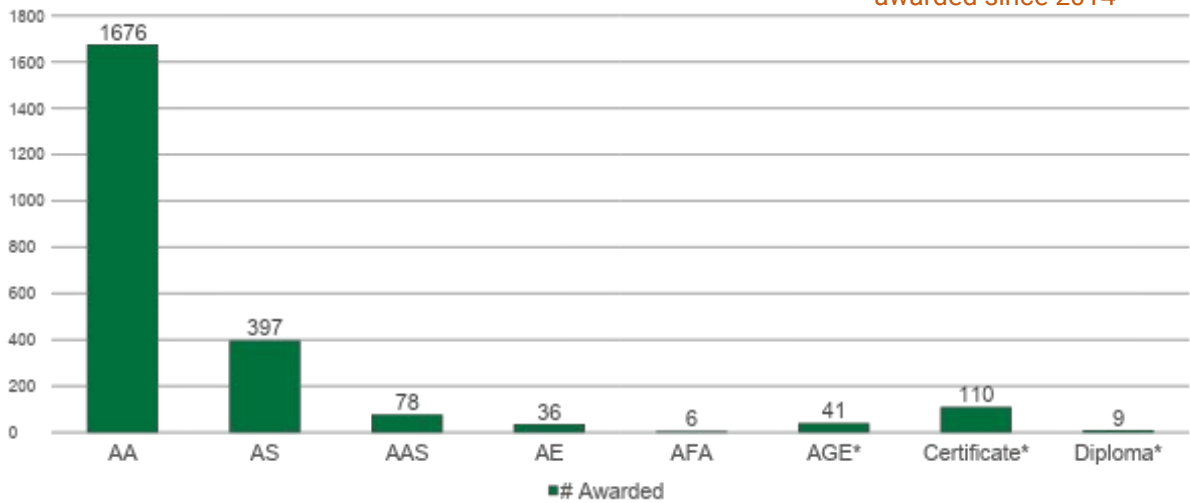
**A:** As long as they have 16 earned hours at the NCCC, yes. It would not be available for students participating in one of our 2 early college programs.

**Q:** For the Reverse Transfer Program, how do students get the gen. ed waived if they are completing this after attending UNC Charlotte? Submit the updated transcript?

**A:** Yes...updated transcript.

## Reverse Transfer Program

2,196 associate degrees  
awarded since 2014



\* Ineligible for general education waiver

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- We have sent over 8,946 students. Roughly 25% of those students opting in have earned a degree.
- Its not a guarantee, but why not encourage your students to opt-in.

# **Enrollment & Student Services Team**

Hope Ringley, Assistant Registrar  
Liza Lopes, Enrollment Support Specialist  
Samantha Maynard, Enrollment Support Specialist

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## Staffing

No new team members. Yay!

**BUT, we are looking for a new team member**

**Student Services & Athletic Eligibility Specialist** (re-posting soon) - **not poaching!**



We look forward to adding a new team member to our office who will specialize in both student curricular changes (*such as change of majors, minors, and catalog years*), as well as close collaboration with Athletics and the Athletic Academic Center on the academic eligibility certification of our student athletes.

Keep an eye out if you're interested or share if you know someone who might be interested. The Office of the Registrar is the best.

## Question from our advising partners

**Q:** Where is the Office of the Registrar on inputting TIP grades?

**Background:** As you might recall, this was an option put forth by the Office of the Registrar to add courses students were taking via transient study and grading with TIP. This would act as a prerequisite for registration in the next term and serve as a reminder that we have not yet received the transcript. Right before we run the prereq not met drop, we would remove any courses/TIP if we had not received a transcript.

**A:** We've put a pin in this for a while. The volume of transient study requests has increased significantly over the last year. We are struggling to keep up, and we're down a position on that team. This requires us to touch each student twice...each course/each institution on the front end, adding the course/TIP, and again on the backend, removing the course/TIP or adding the final grade prior to our prereq not met drop process. This is all manual at the moment. We are getting ready to spin up a new transfer articulation tool this summer, which will take all of our transcript data entry off the table. We hope to pick this back up again after implementing that tool.  
~~ We are eager to provide this option, too.

Enrollment & Student Services Team

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From our friends in CHHS.

The volume is significantly higher and has only grown in the past year. Degreeworks has made it very simple for students to request a transient study and is no longer exclusive to summer. We currently have over **790** outstanding approved transient study AP's.

## Readmission Numbers were UP!



Due to the culmination of a number of factors including the readmission process review project (still underway), revamped website, our partnership with Project Kitty Hawk, and the hard work of numerous partners both inside and outside of our office, this term's readmission cycle was smooth and very successful.

**A big thanks to all our partner offices!**

*"Though our readmission outreach increased to 10K via PKH, and our readmission yield increased by 47%, the number of Readmission cases to come into Niner Central decreased by 40 cases year over year! Though we had previously been experiencing a steady increase in Readmission SF cases in recent history, January's drop is a very good indicator that the hard work put into our Readmission Process Review project is paying off.*

*To date, this project has included remapping the website and refreshing the FAQs, enhanced Slate utilization, ever-growing subject matter expertise within our office, and a number of other iterative improvements which have been put in place over the course of this past year. Bravo, Samantha, Hope, and Ryan, Josh Wheeler, and all our partner offices! Thank you and congratulations!" – Isaac Fite*

You may recall that we spoke in the fall about the changes to our business processes, website, and involvement from ReUP and PKH...well, it worked this spring.

Our readmission yield increased by 47% this spring.



# Graduation Services Team

Tracy Beauregard, Assistant Registrar  
Ingrid Hardy, Graduation Specialist  
Hannah Ramey, Graduation Specialist

# Spring 2024 Graduation Clearance Timeline

<p>January 9 February 13 March 12 April 9 May 14</p>	<p>Graduation Services emails preclearance reports to academic departments to review students with an audit percentage less than 98% or equal to 99%</p> <p><b>(2<sup>nd</sup> Tuesday of Each Month)</b></p>
<p>May 13 (noon)</p>	<p>Grades due</p>
<p>May 15 – July 9</p>	<p>Initial awarding for students with audits at 100%.</p>
<p>June 17</p>	<p>Final degree preclearance reports to academic departments for students less than 100%. Associate Deans and Chairs will be notified as well. At this time, <b>GS will need a response</b> from the academic departments for each student on their preclearance report. <b>Please indicate:</b></p> <ul style="list-style-type: none"> <li>•If the student should be denied graduation, OR</li> <li>•If other resolutions may apply, such as sub/waivers, transfer credit, credit by exams or incomplete grades.</li> </ul>
<p>June 18</p>	<p>Graduation Services will send an email out to the students whose audits are not at 100% and recommend consultation with their advisors. This gives students time to register for Summer (Second Half Term) 2024 before the add/drop date July 8).</p>
<p>July 5</p>	<p>Must have approved grades for incompletes, education abroad, and official transcripts for Transient Study.</p>
<p>July 9</p>	<p>Census Date for Summer 2024 – deny Spring 2024 graduation to remaining students with audits not equal to 100%.</p>

## New SSB9 Graduation Application – Did you notice?

SSB9 Graduation Application went live December 4, 2023

- Spring 2024 and Summer 2024 graduation terms have students who applied in SSB8 and SSB9
- Fall 2024 graduation applications are exclusively through SSB9

### What's different?

- Students must email Graduation Services ([graduation@charlotte.edu](mailto:graduation@charlotte.edu)) to make a change to their graduation application after submission. This includes:
  - Updating the graduation term
  - Updating diploma name and/or name for commencement program and announcement
  - Updating diploma address
- Curriculum updates are managed via reporting, and it is not necessary to contact Graduation Services for these - our team will reach out if there are any questions.
- Late graduation applications - students must email Graduation Services - we will instruct them to apply for a future term and notify us when they've done so. We then backdate the application to the current term and document the request.

Graduation Services Team

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**Q:** So they can't "change" their graduation semester by reapplying for a future semester? They will need to reach out to grad services to make that change?

**A:** Yes, they do have to contact us so that we can inactivate the current graduation application.

**Q:** I've had 2 students reach out who applied for spring graduation but are not meeting requirements to graduate I've told them to apply for summer. However, they did not. And they received an email this week inviting them to participate in Commencement.

**A:** Once students reach 70% degree completion, they are encouraged to apply for graduation. If the students aren't eligible for Spring 24 graduation, they should apply for summer 24 graduation. If they have applied for Spring 24 graduation, encourage them to contact us so that their grad apps can be updated.

## New SSB9 Graduation Application – Did you notice?

**FAQ** - Where can a student verify they have submitted their graduation application?

1. The Acknowledgement page confirms your graduation application was submitted successfully.
2. Review the Pending Graduation Applications listed in the header of your [Degree Works](#) audit.
3. Graduation Services will send a confirmation email once the online graduation application deadline has officially closed for that term. This email is sent about 1 ½ to 2 weeks following the graduation application deadline.

Please refer students to the:

Graduation - Niner Central webpage:

<https://ninercentral.charlotte.edu/grades-transcripts-graduation/graduation/>

Graduation & Diploma FAQs - Niner Central webpage:

<https://ninercentral.charlotte.edu/grades-transcripts-graduation/graduation-faqs>

## Early Entry Advising – Step-by-Step

### Admission

Eligible students apply for graduate admission.

Following admission, students submit their Intent to Enroll in the graduate program - the Graduate School codes the student with an EEE attribute on SGASADD.

### Advising and Registration

Students are advised by the Graduate Program Director in coordination with the undergraduate advisor.

Student registers for coursework - graduate and undergraduate.

### Academic Petition

After registration, the student submits an Early Entry Academic Petition and designates each graduate course as double-counted or graduate only.

The graduate courses indicated on the Early Entry academic petition are section-specific. Following Graduate School approval, the double-counted courses are coded as EEE on SFASRPO for the term of enrollment.

In Report Central, under the Attributes tab, the Attribute List by level, class, college, degree, major, attribute can be used to pull a report of Early Entry students for your major. The Attribute to select is "Early Entry Grad Enrolled Stu".

**Q:** Who is telling the students or graduate advisors that they are supposed to submit the Academic Petition? We (undergrad academic advisors) don't always know when a student is admitted to an Early Entry program and what they're taking.

**A:** I would suggest both the GPD/graduate advisor and the undergraduate advisor advising early entry students that they need to submit the petition. I would like to develop, in partnership with the Graduate School, an Early Entry process webpage - geared to students. I think this will provide more clarity on what steps the student needs to take AFTER admission to the Early Entry program.

# Early Entry Academic Petitions

1

Early Entry APs are a graduate petition type and may be submitted by the student or by the student's advisor or GPD.

2

In the petition details section, graduate level courses are specified along with their undergraduate course equivalent and designated as double-counted or graduate only.

3

Courses automatically count toward the primary undergraduate program unless additional details are provided in the AP working notes and/or at the undergraduate EE approval step.

4

Courses approved on the Early Entry AP are section-specific; if a student enrolls in a section not approved on the EE AP, an updated petition is required.

5

The Early Entry AP is the primary source documentation for substitutions of early entry courses on the undergraduate DW audit. Undergraduate substitution waivers are not necessary and will not be accepted for Early Entry course substitutions.

# OneIT/Reg Team

Jessica Miller, Technology Support Manager  
Elizabeth Mullis, Systems & Process Integration Specialist  
Ryan McCallister, Systems & Process Integration Specialist  
Brandon Harvey, Technology Support Analyst

## Degree Works Training for Advisors

Register in the [Learning and Development Portal](#)

April 23, 2024 - 2:00pm - 3:30pm

August 8, 2024 - 3:00pm - 4:30pm

November 13, 2024 - 9:00am - 10:30am

If there are any other training sessions that you feel would be useful, please let us know how we can help.



# Records Team

Danielle Thorpe, Assistant Registrar  
Lesley Soriano, Records Specialist  
Brittanae Taylor, Records Specialist

## End-of-Term Student Stats

- ☐ Suspension: 245
  - ☐ Probation: 1066
  - ☐ Continued Probation: 51
  - ☐ Academic Warning: 1,585
- 
- ☐ Chancellor's List: 4,381
  - ☐ Dean's List: 4,732



## Changes for the better...

- Reviewed and updated the Academic Standing Warnings – **ensuring that AU (audit) courses and Co-Op courses are excluded**
- Early Entry students are now included** for Chancellor's & Dean's List consideration

## What's to Come

- New Communications** for the academic standing process & suspension appeal system
- Enhancements** to the academic suspension appeal tool review

If you have any enhancements that you want to see to either the academic standing process or the suspension and appeal tool, please let us know.

[suspensionappeal@charlotte.edu](mailto:suspensionappeal@charlotte.edu)  
[transcripts@charlotte.edu](mailto:transcripts@charlotte.edu)

## Dates to Remember



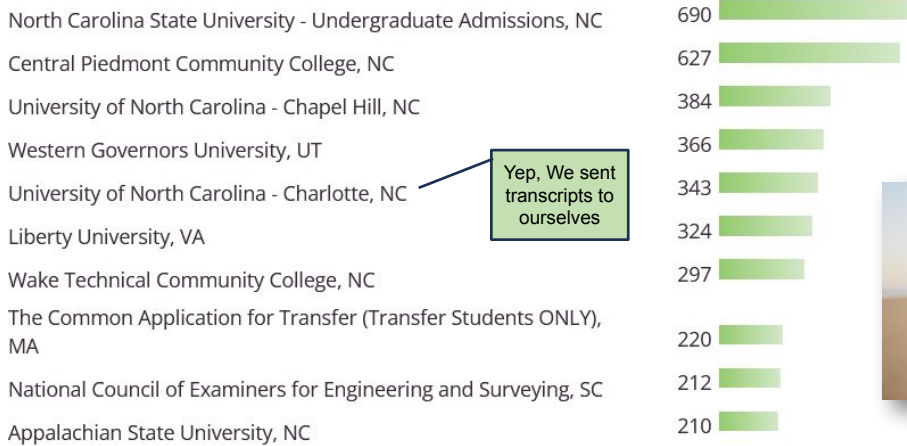
- ✓ **May 15, 2024** - Spring 2024 Probation/Suspension notifications sent to students
- ✓ **August 7, 2024** - Reminder Email of Suspension appeal deadline
- ✓ **August 14, 2024\*** - Publicize Suspension appeal deadline (11:59pm)
- ✓ **August 19, 2024\*** - Suspension appeal tool closes (11:59pm on the first day of classes)

\* *Under review by Associate Deans Council*

The Associate Deans are currently discussing whether these two dates should be the same or separate.  
TBD.

## Did you know?

### Top 10 Recipients of CLT Transcripts (within the past year)



Records Team

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**You didn't ask, but...**we thought we'd share the top 10 recipients of our transcripts over the last year.

If asked, sometimes requested of departments and Grad School.

If you have any questions or concerns or want to provide the team with any other feedback regarding transcripts, verification, suspension and appeals tool, please feel free to reach out to us.

[suspensionappeal@charlotte.edu](mailto:suspensionappeal@charlotte.edu)

[transcripts@charlotte.edu](mailto:transcripts@charlotte.edu)

# **Scheduling & Registration Team**

Monique Wilson, Assistant Registrar  
Katie McCadden, Scheduling & Registration Specialist  
Kacey Cordell, Scheduling & Registration Specialist

# Optimized Room Scheduling – Coming in Spring 2025

## Implementation Plan underway

### What is included

- General Purpose Classrooms (*UNC System Office refers to as 110 Classrooms*)

### What we have already done

- Update codes in Banner
- Update codes in 25Live
- Gathered room attributes (aka pedagogical needs)
- Begun adhering to current [policy](#)

### What is in the works

- Update schedule building manual
- Update schedule building timelines
- Addressing pre-run needs (*college faculty & faculty council meetings; early college; ADA; etc.*)
- Reporting needs
- Internal procedure manual for assigning

More to come between now and August

Scheduling & Registration Team

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Priority general purpose classrooms will no longer be tied to a particular department.

Schedule building will consist of defining preferred days/times and pedagogical needs for the course, entered in Banner.

Assignments will be made in 25Live.

**Q:** Is there a list of what is considered a general-purpose classroom?

**A:** The list of general classrooms is on the Registrar's website. Here is a link to the general-purpose classroom.

<https://registrar.charlotte.edu/calendars-schedules/schedule-building-references/general-purpose-classrooms>

**Q:** If two departments have the same need for a large classroom at the same time, how is it picked who gets the classroom?

**A:** The same way that it is currently determined. 25Live searches for classrooms in the building and surrounding buildings where the department is housed.

# Optimized Room Scheduling – Coming in Spring 2025

Helpful Links – All links can be found [here](#)

**Section Building Training Manual** (current version)

*(last updated: June 24, 2022)*

**Active Learning Classrooms**

*(last updated: May 1, 2023)*

**Standard Meeting Patterns & General Guidelines**

*(last updated: January 19, 2022)*

**Standard Classroom Features**

*(last updated: June 1, 2023)*

**Non-Standard Classroom Features**

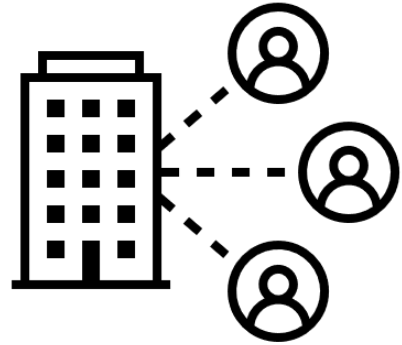
*(last updated: July 11, 2023)*

**Policy: Class Scheduling Guidelines & Classroom Utilization**

*(last updated: September 27, 2018)*

**General Purpose Classrooms**

*(last updated: November 14, 2023)*



These are some resources that we have begun to develop to aid in the building and capturing of course needs during the scheduling process.

More resources are likely to be provided as we move forward.

[regscheduling@charlotte.edu](mailto:regscheduling@charlotte.edu)



# Transfer Credit Team

Dr. Jonathan Reece, University Registrar  
Catherine Daniels, Transfer Credit Specialist  
Jasmin Lynwood, Transfer Credit Specialist  
Liza Lopes, Enrollment Support Specialist

# Transfer Credit Changes – Transfer Credit Advisor

The Transfer Credit Advisor displays information about courses that have previously been evaluated for transfer credit at UNC Charlotte. The database is updated daily as new transcripts are reviewed. Upon admission, students receive an official evaluation of their course credits.

- Transfer credits from foreign institutions is evaluated on a case by case basis and does not always appear in the Transfer Credit Advisor.
- If you do not see your prior institution listed, it is either because we have not yet evaluated any credits from that institution or because the institution does not affiliate with an accepted accrediting body. UNC Charlotte only equates coursework from regionally accredited institutions.
- If you do not see the course you completed at your prior institution, it is either because we have not yet evaluated that course from the institution or because the course is not transferable to UNC Charlotte.
- Course equivalencies may change at any time without notice, as updates or corrections are made.
- Click on a column header to sort by that column.
- Use the boxes in the header area to search within the columns.
- CNS references the UNC System Common Number System. You can find more information at <https://coursetransfer.northcarolina.edu/cns>

State: North Carolina Institution: Central Piedmont CC

Term Range	Subject	Course	Title	UNC Charlotte Equivalent	Credit Transferred	CNS Course
Fall 2021 to present	ACA	090	Student Success Strategies	XNCR NCR Not Transferrable (No Credit)	0	
Fall 2006 to Summer 2021	ACA	090	Student Success Strategies	XNCR NCR Not Transferrable (No Credit)	0	
Fall 2006 to present	ACA	111	College Student Success	TRNF 1ELE Transfer Elective	1	
Fall 2006 to present	ACA	118	College Study Skills	XNCR NCR Not Transferrable (No Credit)	0	
Fall 2006 to present	ACA	120	Career Assessment	XNCR NCR Not Transferrable (No Credit)	0	
Fall 2006 to present	ACA	122	College Transfer Success	TRNF 1ELE Transfer Elective	1	
Fall 2006 to present	ACC	120	Prin of Financial Accounting	ACCT 2121 Principles of ACCT I and ACCT 2ELE Accounting Elective	4	
Fall 2006 to present	ACC	121	Prin of Managerial Accounting	ACCT 2122 Principles of ACCT II and ACCT 2ELE Accounting Elective	4	
Fall 2023 to present	ANT	210	General Anthropology	ANTH 1501 Intro to Anthropology	3	
Fall 2006 to Summer 2023	ANT	210	General Anthropology	ANTH 1101 Intro to Anthropology	3	
Fall 2006 to present	ANT	220	Cultural Anthropology	ANTH 2ELE Anthropology Elective	3	
Fall 2006 to present	ANT	221	Comparative Cultures	ANTH 2ELE Anthropology Elective	3	
Fall 2006 to present	ANT	230	Physical Anthropology	ANTH 2141 Bio Anth	3	
Spring 2007 to present	ANT	230A	Physical Anthropology Lab	ANTH 2141L Bio Anth Lab	1	

<https://selfservice.uncc.edu/BannerExtensibility/customPage/page/charlotte.stu.transferAdvisor>

Transfer Credit Team

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We have requested an enhancement to the TCA.

What the TCA does not do...

- One-to-Many relationships are not included (*but, that information exists in Banner*).
- Many-to-One relationships are not included (*but, that information exists in Banner*).
- Course attributes are not included (*but, that information exists in Banner*).
- Does not show courses that are not transferrable (*but, that information exists in Banner*).

Other changes that have been requested...

- When multiple options are available, they run behind the Credit Transferred column
  - We want the Credit Equivalency column to wrap
- ( ), OR, AND in bold
- Adding courses that we have reviewed, but determined to be non-transferable

## I see a change in the equivalency for a course I took...

Trust, but verify ...



### We need your help...

If you are working with a student who has discovered that an equivalency for a course they took, prior to Charlotte, is now different (*Transfer Credit Advisor*)...

- If you concur that the new equivalency will help their degree progression
- Encourage the student to submit a **Transfer Credit Adjustment** petition.

The Transfer Credit Team is willing to make the change, but only if you support it.

Transfer Credit Team

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We have added between 9-10K courses to the database since June of last year.  
The TCA is evolving daily.

We want to avoid a deluge of credit change requests that may not help with student progression.

# Military Training Credit

We utilize recommendations by the American Council on Education (ACE)

ACE Exhibit Number	Military Course Number	Title / Subject	Date	Credit	Level	SOC Category Code	
NV-2202-0165	A-950-0001	Recruit Training Personal Conditioning Personal/Community Health	MC-2204-0088	808		Recruit Training (Basic Training) 25-APR-2008	2 L Physical Education
NV-1304-0012	C-420-2010	Aerographer's Mate, Class A1 Basic Meteorology Basic Weather Observations General Oceanography Meteorological Observations	MC-1107-0001	1334H		Basic Martial Arts (PE) Basic Military Science Land Navigation/Tactical Operations Orienteering/Adventure Mathematics for Marines by Correspondence	2 L Military Science 3 L
NV-1304-0013	C-420-2011	Aerographer's Mate, Class C1 Atmospheric Physics Atmospheric Physics (Laboratory) Physical Oceanography Meteorology (Advanced Laboratory) Synoptic Analysis Warfare Operations Weather Forecasting Weather Forecasting (Laboratory)	MC-2204-0184	0037		Fundamentals Of Mathematics Leading Marines By Correspondence Leadership	3 V 12-JUN-2009
			MC-1401-0009	3420F		Personal Financial Management by Correspondence Personal Finance	14-JUN-2009 3 L MG304B BU211A/BU211B
			MC-0501-0001	0118K 0118J		Spelling by Correspondence Credit Is Not Recommended	17-JUN-2009

To provide introductory training in algebra & geometric forms.

MATH 1ELE or MATH 1102?

It is not perfect, but we try to at least provide some level of credit to our military students. These are sample snapshots of their Joint Service Transcript (JST).

This is an example of how the JST might appear, how we review...we look at the training description, then determine the best possible equivalent, if any. The example here is a training we have NOT reviewed.

# Military Training Credit System Solution



## NEW DATABASE WILL STANDARDIZE COLLEGE CREDIT FOR MILITARY EXPERIENCE

*“The Military Credit Equivalencies Database reflects North Carolina’s long-term commitment to making sure our service men and women are able to plan their futures, even while they remain dedicated to protecting ours,” –*

*UNC Board of Governors Committee on Military and Veterans Affairs Chair N. Leo Daughtry*

The origin of the new Military Credit Equivalencies Database can be traced back to the 2014 NC Senate Bill 761, which directs the UNC System and the NC Community College System to “ensure that college credits are uniformly granted to students with military training.”

Transfer Credit Team

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The UNC System Office is close to unveiling a new search tool whereby students can search for institutions that accept their trainings. We are hoping that this new tool will allow us to utilize our current equivalencies between UNC campuses to further refine our military training options. *In other words, if we accept ECU’s xxxx xxxx course, and they allow a particular training to fulfil the requirement on their campus, we might consider this for meeting our equivalent course.*

# Military Training Credit System Solution



Equivalencies are based on an evaluation of military training and experiences in adherence to the UNC Policy Manual Regulation [700.7.2\[R\]](#).

## UNC Charlotte

ACE ID	Recommendation	Institution Equivalent	Credit Hours
AR 01040013V01	Veterinary Food Inspection		
AR 01040013V02	Veterinary Food Inspection		
AR 07020023V03	Medical Laboratory Specialist	TRNF 1ELE Transfer Elective	1-8
AR 08010036V04	Special Oprtns Combat Medic		
CGR ASM002	Aviation Survivalman	COMM 1101 Public Speaking	3
MC 17140014V03	Electrical Equipment Repair Sp		
MC 22040088V03	Recruit Training Master FY11	MSCI 1ELE Military Science Elective	3-6
MC 22040088V03	Recruit Training Master FY11	MSCI 1000 Physical Fitness	1-3

Transfer Credit Team

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Students go to a centralized UNC System website, enter in the ACE ID number found on the JST and then they can search by institution to see how the different institutions have articulated the credit.

- Students can also group by “occupation” and see how the different institutions articulate those credits.
- Students can save their ACE IDs to save their course list
- The equivalencies can be exported to an Excel or PDF that they can share with institutions or others
- SO is meeting with each institution to review the data displayed on the site
- The tool searches for updates daily and will add them in as we make changes
- They anticipate about 10,000 equivalencies to be searchable within this tool
- This is only for JST transcripts. Community College of the Air Force is not included.

Operational Guide is coming that will outline what to do when you receive a JST:

- 1) Go to ACE guide to see what credit is recommended
- 2) Go to faculty to see if they approve
- 3) Add that to the equivalency table

## **New Transfer Credit Solution\*** – Coming soon – Rough ETA: June 2024

We (royal we) are really close to finalizing an RFP for a transcript solution that will remove the need for and slowness of data entry.

Most of our delay is hand entering each course, for each student, for each institution they attended. That's on top of researching courses we've not seen before.

We hope to focus on course research, verifying data accuracy, and stop manually keying courses.

\* Topic suggestion from fall 2023 post-forum feedback

Transfer Credit Team

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Topic from post-forum feedback in the fall

[transfercredit@charlotte.edu](mailto:transfercredit@charlotte.edu)

- Catherine Daniels & Jasmin Lynwood work with incoming students/current applicants (pre-census)
- Liza Lopes works with current/continuing students (post-census)

## General Education Exemption

The general education exemption is given to:

- Any student who earned a select associate degree from a North Carolina Community College (AA, AS, AE, AFA)
- Any student accepted to a 2+2 program with an AAS (*removed if major change*)
- Selected out-of-state & private institution associate degrees – **Process Change**
  - Associate degree programs will be reviewed by University College. **The criteria used in the evaluation will be the amount of college-level English, math, natural science, social science, and humanities course work that is included in the degree's curriculum.**
  - Once an institution has been reviewed & approved, no future individual student reviews from that institution will be necessary.

We plan to create a list of schools that have been approved on our website (in theory). We are hoping to start with a list of institutions that we have allowed students to utilize in the past. At the moment, there are no institutions on the list.

Policy:

<https://provost.charlotte.edu/policies-procedures/academic-policies-and-procedures/transfer-credit-and-advanced-academic-standing/>

**Q:** If we find students that are showing an AA gen. ed exemption in Banner, but DegreeWorks is still showing some remaining general education, who should we contact to get this corrected?

**A:** You can complete the DegreeWorksHelp Request form or use the portal to submit a help request for all DegreeWorks questions or issues.



# Wrap-Up

Your time!  
Any questions, not already asked?

## Data Deep Dive...

Are you curious about something? Is there something that you'd like us to examine using data collected or available in the Office of the Registrar? If we can't get it, we might reach out to our partners in Institutional Research.

Share your interests and we'll attempt to provide that data visually.

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Sometimes its good to examine data. We might find patterns that potentially need to be addressed.

Sometimes what we think is important is only important to us. We want to address your interests too.

## Need a Registrar?

If you have questions or suggestions for the Office of the Registrar, feel free to request a visit from a member of our team at your next departmental meeting.

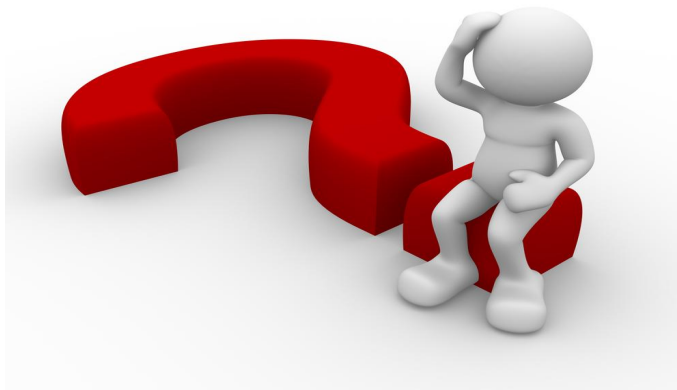
- We can speak to any questions related to scheduling, registration, graduation, or anything else.
- We are always open to hearing any ideas, suggestions, or departmental needs you might have.
- We can provide departmental specific training on various Registrar topics.

## **Special Thanks!!**

**OneIT  
Faculty  
Advisors/Coordinators  
Department Chairs  
Associate Deans  
Niner Central  
Partner Office Staff**

We cannot accomplish what we do without your assistance.

**Thank You!**



Participation Survey (with open mic) - <https://forms.gle/rT6swvt4kghT1W8w5>

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If you attended, please share your feedback. We are listening. This is how we improve and provide better information.

Don't forget to give us your feedback on the Forums.