Memo

To: Graduate Administrators
CC: SGS
From: Josie Lalonde, Director, Student Academic Services
Date: March 5, 2019
Re: Registration rollover - 20195

Please be reminded of the upcoming annual summer registration rollover which will occur on Wednesday, March 13. This process will create 20195 student registration records based on registrations from the past academic year.

Here are a few additional reminders related to the rollover:

- The SGS default dates are set to allow students to begin enrolling in summer courses as of 6 a.m. Monday, March 18, 2019. These dates are recorded as sessional events on ROSI 1 A D A as M07/MAZ.

- The course enrolment deadline is May 6, and the course waitlist deadline is May 5 (it is always one day before the course enrolment deadline).

- If you are not using the SGS default dates, you must set your own dates on 1 A D A. Please note, your own M07/MAZ enrolment dates must be set within the SGS start and end dates (i.e., between March 18 and May 6) if you do not want students to have access to ACORN on Monday, March 18, 2019.

- SGS will provide a list of your students who were considered for a registration segment in summer indicating whether or not they were rolled over. For those excluded, it will indicate the reason why (time limit reached, candidacy not achieved etc.). The lists will be placed in the SGS shared drive by the end of the day on Friday, March 8, 2019.

If you have any questions, please contact Hanna Granovsky.

Thank you.

Josie Lalonde
Director, Student Academic Services
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