Revised tuition refund appeal form

The Tuition Refund Appeal Committee within One Stop Student Services is pleased to announce a new and improved Tuition Refund Appeal form. In an effort to better assist students who appeal for medical reasons, the Committee collaborated with Boynton Health Services’ Medical Director to create a form that is useful for both students and their physicians.

The Medical Supplement form asks a student’s physician to specifically describe the medical condition of the student; this addition will help eliminate any inferences the Committee would have to make involving the student’s health. The Tuition Refund Appeal form is now two pages (two-sided when obtained in person) to include the Medical Supplement form.

The University of Minnesota, Twin Cities offers students the right to appeal tuition charges should they feel their discontinuation of classes was a result of unforeseen circumstances beyond their control; the Tuition Refund Appeal form facilitates the appeal process. The revised Tuition Refund Appeal form is available on the One Stop website at <http://onestop.umn.edu/onestop/forms.html> and in hard copy at any One Stop Student Services Center.

Questions and concerns are welcome and may be directed to Scott Lingen, Tuition Refund Appeal Coordinator, by telephone at 612-626-9168, or via email at ling0034@umn.edu.

Reminder: turn in grades on time

Before you know it, the sun will set on another spring semester. The Office of the Registrar needs your help stressing the importance of turning grades in on time.

The University of Minnesota’s Final Exam Policy states, “Final grades shall be submitted to the Registrar no later than three business days following the date of the scheduled final examination (whether or not there is actually a final examination for the course).”

Failure to turn in grades in accordance with this policy can negatively affect a student’s financial aid, athletic eligibility and graduation, to name a few.

Please inform your instructors of this policy and how it can have a detrimental impact on their students. All final grades are due by midnight, May 17, 2006.
One Stop initiatives for veterans

One Stop Student Services has implemented several new initiatives designed to assist Veterans who are returning to school.

A checklist has been created to assist returning Veterans from the moment they come into One Stop until they receive their service money.

A series of Veterans-specific webpages have also been created; these pages can be found on the One Stop website at <http://onestop.umn.edu/onestop/Registration/Veterans_Certification.html>.

A quarterly Veterans newsletter has also been created, and four, Veterans-specific topics have been added to the Ask One Stop feature on the One Stop home page. A brochure for each of the Veteran’s benefit program, six in all, have also been created.

Questions related to Veterans affairs can be directed to Carin Anderson, Veterans Certification Coordinator, at ande8670@umn.edu.

PeopleSoft upgrade

Upgrade testing is in full swing, and the testing teams in the Office of Enrolled Student Services are making good progress. Problems with pages or processes being found and addressed promptly; most are resolved within a short time. Although slightly behind our work schedule due to some initial problems, we are finding fewer defects now and on track to be caught up soon.

The upgrade is scheduled for July 15 through July 23. During this time, users will have view only access.

Training for those with access to Student Records, Student Financial or Financial Aid information will be mandatory; those who do not attend training will have their access revoked. Users will be notified of what training they need to attend.

Questions about the upgrade or training should be directed to the Training Team at 612-625-2803 techteam@sossgw.stu.umn.edu.

Summer and/or fall registrations cancellations

The week of April 16, Student Financial Collections will be notifying students with a past due balance from spring 2006 or earlier that if they do not pay their balances by May 10, their summer and/or fall registration will be canceled.

Students with questions about paying their bill should contact Student Financial Collections at SFCT@sossgw.stu.umn.edu.