

TheRecord

News about admissions, records, and student systems

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Effective fall 2005: non-degree students will be required to pay tuition and fees prior to the first day of the term

Beginning with fall 2005 registration, non-degree seeking students will be required to pay all tuition and fees prior to the first day of the term. Those non-degree students who do not pay will be canceled from their courses. Staff members who receive tuition exemptions, senior citizens, multi-University students, Post Secondary Enrollment Option (PSEO) and College in the School students are exempt from this policy. More information on this policy, including which students may be exempt, can be found at <http://www.onestop.umn.edu/onestop/Registration/nondegree.html>. This page is still under development and will continue to be updated.

In order to pay, non-degree students will need to check their student account for the exact billing amount. For fall courses, students may begin checking in July when tuition and fees will likely be set. For spring courses, students can check their student account immediately after registering. Students can pay on their account online at UM Pay (http://www.onestop.umn.edu/onestop/Tuition_Billing/UM_Pay.html) by entering the total amount owed. Non-degree students will not receive a bill but will be able to pay by checking their student account, then entering their balance in UM Pay; currently, the University does not accept credit card payments. More information is available at <http://www.onestop.umn.edu/onestop/Registration/nondegree.html>.

This policy part of a continuing effort to address outstanding financial obligations to the University and will be implemented on all coordinate campuses. Staff who have contact with non-degree students are encouraged to notify them of this change. Students with questions should visit one of the One Stop Student Service Centers in 200 Fraser Hall or 130 Coffey Hall; 130 West Bank Skyway will be temporarily closed beginning April 7 until mid-August (see story below).

If you have questions about this policy, contact Kris Wright at wrigh084@umn.edu.

West Bank One Stop Student Service Center temporarily closing

The One Stop Student Service Center in 130 West Bank Skyway will temporarily close from April 7 to mid-August for remodeling. Students can still receive service at 200 Fraser and 130 Coffey Hall. Signs are posted on the West Bank and in other high-traffic areas to notify students.

If you would like signs to post in your office, please contact Ingrid Nuttall at ingridn@umn.edu.



Datebook: spring 2005

March

3/14-18 Spring break

3/18 University holiday; all University offices are closed

3/28 Last day to cancel second 7-week spring semester courses for 100% refund

3/30-31 Grad Fest in Great Hall, Coffman Memorial Union (see last page for times)

April

4/5 Registration begins for May and summer sessions (admitted students)

4/7 Queued registration begins for fall 2005

4/12 Registration begins for May and summer sessions (non-admitted students)

4/29 Open registration begins for fall 2005

May

5/6 Last day of classes

5/9-14 Final examinations

5/23 May session begins

5/30 Memorial day holiday; all University offices are closed

June

6/10 End of 3-week May session

6/13 Summer session begins

6/15 Graduate School application deadline for fall 2005

The Top 40: Largest Twin Cities campus courses, spring 2005

	Course number	Course name	Enrollment	#/type of sec.
1.	Biology 1001	Introductory Biology I: Evolutionary and Ecological Perspectives	1047	3 lecture, 53 lab
2.	Chemistry 1021	Chemical Principles I	904	3 lecture, 23 lab
3.	Economics 1101	Principles of Microeconomics	817	8 lecture, 25 dis.
4.	Biology 1009	General Biology	802	3 lecture, 36 lab
5.	Chemistry 1022	Chemical Principles II	785	4 lecture, 21 lab
6.	Psychology 1001	Introduction to Psychology	785	2 lecture, 26 dis.
7.	Physics 1302W	Introductory Physics for Science and Engineering II	733	4 lec, 47 dis. + lab
8.	Economics 1102	Principles of Macroeconomics	717	7 lecture, 23 dis.
9.	Chemistry 2302	Organic Chemistry II	659	3 lecture
10.	Spanish 1004	Intermediate Spanish	635	29 lecture
11.	General College 1422	Writing Laboratory: Communicating in Society	627	39 lab
12.	Mathematics 1271	Calculus I	619	5 lecture, 20 dis.
13.	Spanish 1003	Intermediate Spanish	594	30 lecture
14.	Accounting 2050	Introduction to Financial Reporting	562	12 lecture
15.	Journalism 1001	Introduction to Mass Communication	530	4 lecture
16.	Communication Stud. 1101	Introduction to Public Speaking	517	21 lecture
17.	Astronomy 1001	Exploring the Universe	513	4 lecture, 25 lab
18.	Chemistry 1011	General Principles of Chemistry	513	2 lecture, 12 lab
19.	Management 3001	Fundamentals of Management	492	8 lecture
20.	Anthropology 1001	Human Evolution	487	2 lecture, 20 lab
21.	Spanish 1022	Alternate Second-Semester Spanish	486	21 lecture
22.	Chemistry 2301	Organic Chemistry I	476	2 lecture
23.	Biochemistry 3021	Biochemistry	463	3 lecture
24.	Sociology 1001	Introduction to Sociology	459	3 lecture, 15 dis.
25.	Food Science and Nutrition 1112	Principles of Nutrition	443	2 lecture
26.	Marketing 3001	Principles of Marketing	438	6 lecture
27.	Sociology 3101	Introduction to the American Criminal Justice System	436	2 lecture
28.	Geology and Geophysics 1001	The Dynamic Earth: An Introduction to Geology	426	3 lecture, 19 lab
29.	Psychology 3604	Introduction to Abnormal Psychology	422	3 lecture
30.	Chemistry 2311	Organic Lab	419	3 lecture, 4 lab
31.	Mathematics 1372	IT Calculus II	391	3 lecture, 15 dis.
32.	Mathematics 1272	Calculus II	366	4 lecture, 15 dis.
33.	Rhetoric 3562W	Technical and Professional Writing	366	17 discussion
34.	Operations & Mgmt. Sciences 2550	Business Statistics: Data Sources, Presentation and Analysis	353	4 lecture, 8 dis.
35.	Music 1014	Rock II: Rock Music from 1970 to the Present	349	1 lecture, 14 dis.
36.	Physics 1202W	Introductory Physics for Biology and Pre-medicine II	342	2 lect., 22 dis+lab
37.	Mathematics 1031	College Algebra and Probability	338	4 lecture, 11 dis
38.	Finance 3001	Finance Fundamentals	328	6 lecture
39.	Mathematics 2373	IT Linear Algebra and Differential Equations	317	2 lecture, 8 dis
40.	Biology 4003	Genetics	315	3 lecture

Coming soon: e-Degree will allow undergraduate students to apply for their degree online

A new self-service, online application will allow undergraduate students who have earned 90 credits, and students admitted to an undergraduate certificate program, to apply for their degree. "e-Degree" enables students to apply for their degree, as well as defer degrees that they need more time to complete. This is a campus-wide initiative and will be available in mid to late April, 2005..

The application will appear on the "Graduating" page in the One Stop Web site. Students will be able to select where they want their diploma mailed, as well as how they want their name to appear on their diploma. To facilitate the degree clearance process, a "Degree Applicant" report will be available on UM Reports. e-Degree is part of an on-going initiative to streamline the degree clearance process for colleges.

Questions about e-Degree? Contact Vickie Roberts at v-robel@umn.edu.

Welcome Jody Seiler-Peterson to the Office of the Registrar!

On March 7, Jody Seiler-Peterson joined the Office of the Registrar as a Project Coordinator. Jody earned her Master's in Educational Policy and Administration from the University of Minnesota. She joins the Office of the Registrar from the Loans unit in the Office of Student Finance where she worked as a Business Analyst. The Office of the Registrar welcomes Jody and looks forward to her further contributions to the University!

RAC meetings for the remainder of 2005

Below is a list of the Registrar's Advisory Committee (RAC) meetings for the remainder of 2005. Meetings are held the first Monday of the month unless it falls on a holiday; then meetings are the second Monday of the month.

April	Meeting canceled		
May 2	10-11:30 a.m.	101 Walter Library	
June 6	10-11:30 a.m.	101 Walter Library	Tentative
July 11	10-11:30 a.m.	101 Walter Library	Tentative
August 1	9-noon	TBD	
September 12	10-11:30 a.m.	101 Walter Library	
October 3	10-11:30 a.m.	101 Walter Library	
November 7	10-11:30 a.m.	101 Walter Library	
December 5	10-11:30 a.m.	101 Walter Library	

Check future issues of the Record for updates regarding tentative meetings and location changes. If you want to receive RAC agendas, minutes and other updates, please contact Ingrid Nuttall at ingridn@umn.edu and ask to be added to the listserv.

13 credit policy reminder for all degree-seeking students

When registering for fall 2005 classes, current undergraduate students who enrolled in their degree-seeking program prior to fall 2002 will be required to register for 13 credits to maintain full-time status. These students were previously exempt from the 13-credit minimum policy. Beginning fall 2005, degree-seeking students who register for fewer than 13 credits will be required to pay for a 13 credit course load unless they fall into one of the following categories:

- The student has received an approved, permanent exemption
- The student's courses are paid for with the Regents' scholarship
- The student submitted—and had approved—a "Request for Reduced Credit Load" form (available at http://www.onestop.umn.edu/onestop/img/assets/9061/part_time_petitions)

Enrolled students who work full-time, have less than 26 credits to complete their degree or have other circumstances that prevent them from registering for 13 credits should complete the "Request for Reduced Credit Load" form—available at http://www.onestop.umn.edu/onestop/img/assets/9061/part_time_petitions.pdf—prior to their fall 2005 registration. Please note that this form does not guarantee a permanent exemption. The duration of the exemption is at the discretion of the reviewer.

For international students: If the total credit load is **12 credits**, the student must submit the Reduced Credit Load form to his or her college. If the total credit load is **less than 12 credits**, the student must submit 2 forms: the Exception from the Full Course of Study Form to ISSS in 190 Hubert H. Humphrey Center, and the Reduced Credit Load form to his or her college. Students with questions should contact their college advisor.

Ruth Thielke — Registrar at the University of Minnesota, Morris — will retire in June 2005

Ruth Thielke, Registrar at the University's Morris campus, will retire after more than 33 years in the Office of the Registrar (OTR) to join her husband, Neil Thielke, as his full-time volunteer ministry assistant. It has been Ruth's dream to work with Neil and as of this summer, that dream will be realized. Ruth will continue to serve as the adviser for the Intervarsity Christian Fellowship at Morris.



A University of Minnesota, Morris alumni, Ruth began working in OTR when transcripts were hand-written with India ink on plastic-coated linen sheets. She has witnessed how technological innovations have transformed student service and believes this has allowed for new ways of interacting with students, faculty and staff.

Ruth and Neil have traveled all over the world in conjunction with Neil's work, including Mexico, Siberia and Mongolia. This summer, Ruth and Neil will visit a recent Morris graduate in Northern Ireland.

Ruth has treasured her time in OTR and working with constituents on all the campuses. She will be greatly missed but we wish her the best of luck with her new role.

Clare Strand, Assistant Director at Morris, will serve as the Interim Registrar beginning June 1, 2005.

Grad Fest '05 is here

Grad Fest 2005 will be held in the Great Hall, Coffman Union at the following dates and times:

Wednesday, March 30
10:00 a.m. to 6:00 p.m.

Thursday, March 31
10:00 a.m. to 4:00 p.m.

TheRecord

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