



OHIO
UNIVERSITY

Office of the University Registrar

E-mail Announcement

Date: August 29, 2011
To: Assistant Deans
From: Debra Benton, University Registrar
Subject: Academic Probation/Advisor Report/Requisite Drops

Dear Assistant Deans,

I wanted to provide some updates regarding processing this week.

Academic Probation – Undergraduate Students Only

As you know, we will run the new academic probation process for summer later this week. This summer's processing will be a little different from the past. The grade deadline is Tuesday, August 30, 2011, at noon. As I mentioned in my update on Friday, grades are being posted to students' records as they are submitted by the faculty. We still anticipate many grades being submitted on the deadline date. Thus, we don't know how long it will take to load the final grades for summer. If all goes as planned they will be loaded by Tuesday evening which will then enable us to run the academic standing (probation) process for summer. We will provide a printed report to you on Wednesday morning that includes all of the students in your college with any probation status (placed, continued, dismissed, removed). Please review the report and write any changes you'd like made for your students and return to the Registrar's Office and we will make the updates in the system. Provided we get the report to you Wednesday morning, the deadline for probation changes is Thursday, September 1, 2011, at noon. If you need an extension for this deadline please contact Brenda Cox at coxb@ohio.edu or 593-4192. Please know that students will not be able to view their probation status until after we have made all updates provided by you.

Advisor Report

The Faculty & Advising Center provides lots of information about advisees in your college. We have not recreated the Advisor Update report nor the Advisor Report normally distributed with priority registration DARS. Please let me know what report needs you have related to advisors/advisees. Please note that in the Faculty & Advising Center you can filter by advisor and identify students with no advisor. You can also download the data to Excel.

Requisite (Prerequisite) Drops

Students who fail to meet requisites (prerequisites) for fall classes will be dropped on Thursday, September 1, 2011.

Timeline for this week

Tuesday, August 30, 2011

- Noon: Grade deadline
- Evening: Assign preliminary academic probation status (new probation policy in effect)

Wednesday, August 31, 2011: Provide probation report to colleges

Thursday, September 1, 2011

- Noon: Probation changes deadline – submit changes to Registrar's Office
- During afternoon: Drop students from fall classes for failed requisites

Friday, September 2, 2011: Probation status available in My OHIO Student Center

Please let me know if you have any questions.

Thanks!

Deb

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