



OHIO
UNIVERSITY

Office of the University Registrar

E-mail Announcement

Date: September 13, 2011
To: DARS Contacts (Athens and regional)
From: Bob DeLong, Associate Registrar for Degree Audit
Subject: Important Message Regarding DARS Reports, Major Reports, and Advisor Reports

Hello,

I want to make you aware of a change from the Office of the Registrar. Given that advisor and major program information is now available through the new Faculty & Advising Center in a variety of formats, including PDF and Excel, our office will no longer print the advisor and major program reports that were typically distributed after the third Wednesday of each quarter and at the time DARS reports were printed for priority registration. It is anticipated that colleges, schools, and departments will continue to work together to assign and maintain academic/faculty advisors prior to production of DARS reports for priority registration. Please remember that advisors must be updated in PeopleSoft, not the Faculty & Advising Center. If you need training on using the Faculty & Advising Center, please send an e-mail to registrar@ohio.edu requesting training.

We will begin processing DARS reports for winter quarter priority registration at 5:00 P.M. on Wednesday, October 5. All advisor updates, change of major, DARS exceptions, and transfer course equivalencies should be completed before that time. DARS reports will be printed for major programs only; minor and certificate programs will be updated but not printed. The DARS reports should be available on Monday, October 10, in the Computer Services Center. You will be contacted by phone when they are ready.

Bob DeLong
Associate Registrar for Degree Audit