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## *Undergraduate Arts & Sciences, Business, and Jepson News*

### **Degree Candidate Auditing**

All May and August 2008 degree candidates have been re-audited by the Registrar's Office at the conclusion of the Fall 2007 semester. **Students who are missing degree requirements** have been contacted by their dean or auditor. **Those who have not received any notification are on track to graduate** with their registration as of January 2.

### **How Far Do I Have Left to Go on My Degree?**

Did you know that you can view your degree evaluation on BannerWeb? It shows you which general education requirements you've fulfilled and which you still need to fulfill. Log onto [BannerWeb](#), click Student Services, then Student Records, and then **Degree Evaluation**. Please note that the evaluation is current as of the date listed and is not real-time with registration.

### **Transfer Work on Your Record?**

Do you have transfer work on your record with a subject code **TRNS**? If so, that work can only be used as general elective credit. **It cannot be used to meet major, minor, or general education requirements.** In order to be used for a requirement, you must have the course approved by a UR department using the **Transfer Work Approval Form** (for domestic transfer, available in the Registrar's Office) or the **Study Abroad Approval Form** (for international transfer, available in the Office of International Education).

Academic Calendars on the Registrar's Website:

Spring 2008

Summer 2008

Fall 2008

Spring 2009

<http://oncampus.richmond.edu/academics/registrar/cal>

### Important Dates:

- **No Fee Add/Drop Period Ends: 1/18**
- **Add/Drop Ends: 1/25**
- **Major/Minor Declarations Due: 1/25**
- **Last Day to Declare Pass/Fail and Audit Options: 1/25**
- **Last Day to Withdraw from Class: 2/29**
- **MidSemester: 2/29**
- **Spring Break: 3/10-3/14**
- **Summer 2008 Undergraduate, Graduate A&S, and SCS Registration Begins: 3/18**
- **Summer 2008 Law Registration Begins: 3/20**
- **Advising Begins for Fall 2008: 3/24**
- **Summer 2008 Graduate Business Registration Begins: 4/3**
- **Fall 2008 Undergraduate Pre-Registration Begins: 4/8**
- **Last day of Spring classes: 4/25**
- **Spring Exams: 4/28-5/3**
- **Fall 2008 SCS Registration Begins: 7/1**
- **Fall 2008 Graduate A&S and Graduate Business Registration Begins: 7/30**



***Been seeing this around campus?** The University of Richmond is moving from credits to units! What does this mean for you? Check out <http://advising.richmond.edu/units> and visit one of the student sessions for answers to all your unit questions! (School of Continuing Studies, the T.C. Williams School of Law or the graduate programs in Arts & Sciences or Business will retain their current systems and requirements.)*

### *Did You Know?*

Undergrad students can still add and drop classes online during the second week of the semester, but each transaction (i.e. one add and one drop equaling two transactions) will cost \$10. **Instructors can't initiate a late add or drop for a student; students are responsible for taking care of their own registration adds and withdrawals.** Forms for adding and withdrawing classes after the second week of class are available at the Office of the Registrar.

### *School of Law, Graduate Schools, & School of Continuing Studies News*

Law students who plan to graduate in **January 2009** should complete the online graduation application by **February 1**. Students in the **School of Continuing Studies** or the **Graduate Schools of Arts & Sciences or Business** who plan to graduate in **December 2008** should complete the online graduation application by **February 1**. To apply, log onto <http://bannerweb.richmond.edu>, click on Student Services, then the appropriate degree application. Follow the instructions on the form and submit.