**Registrar/Advisor Gathering**

**May 5, 2016 LWSN 1142**

**10:00 a.m.- 10:50 a.m.**

**Lesa’s Notes**

* ENGL 10600i/GS 10000- Mike B.
  + Presentation included in email ☺
* IUPUI transfers- an update
  + Beginning fall 2016 only Purdue students and Purdue courses will transfer with grades. IU courses and students transferring from IU will only transfer credit. If you have a question you may contact Chris Pass or Lesa Beals
* **Catalog term**
  + We’ll talk about this every meeting ☺
  + **Quick reference for summer withdraw**

\*\*This is all subject to the first day of the summer term….prior to May 16 all adjustments may be done on myPurdue.

* Dropping last class and the mod hasn’t started yet.
  + - Email to [registrar@purdue.edu](mailto:registrar@purdue.edu) from @purdue.edu requesting drop
* Dropping last class and the mod has started
  + - University withdraw in myPurdue
* Dropping one class for future mod and staying in class for current mod
  + Student may update in myPurdue
* Dropping class for current mod and keeping class in future mod
  + - Form 23 with signatures required on Drop/Add calendar
* Dropping a class for a current module and remaining in a completed module with a grade
  + - University withdraw in myPurdue
* Dropping a class for a future module and remaining in a completed module with a grade
  + Dropping in myPurdue if not yet started or University withdraw in myPurdue
* **Update on myPurduePlan-Sandy**
  + No time, had to table
* **Change of Curricula –**no time, had to table
  + Major, minor, certificate, college change
* Need help with event scheduling in Unitime, not sure where to go or what to do? Well come join us in a Unitime/Timetabling training. We will show you how to navigate the system from adding, modifying and even canceling an event. We’ll also show you some tips & tricks to make it a little easier.

<http://www.purdue.edu/registrar/faculty/scheduling/unitime_training.html>

**Next meeting will be….**

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| Mon | 6-June | 3:30 PM | 4:30 PM | ARMS 1010 (seats 150) |
| Thurs | 14-July | 10:00 AM | 11:00 AM | KRAN G 016 (seats 128) |
| Tues | 16-Aug | 3:30 PM | 4:30 PM | BRNG 2280 (seats 118) |
| Fri | 16-Sept | 9:30 AM | 10:20 AM | MATH 175 (seats 180) |
| Thurs | 13-Oct | 1:00 PM | 1:50 PM | ARMS B 061 (seats 120) |
| Tues | 8-Nov | 4:00 PM | 4:50 PM | LWSN 1142 (seats 100) |
| Thurs | 8-Dec | 8:30 AM | 9:20 AM | MATH 175 (seats 180) |

**Dates in red are tentative until August due to some fall classes still needing assignments.**