Not speaking? Please stay muted

Questions? Use the chat or raise your hand
AGENDA

• Fall 2022 Enrollment Timeline
• Reminders
• RCS News
• Q&A
To achieve great things, two things are needed: a plan and not quite enough time.

- LEONARD BERNSTEIN
TERM ROLL

October 25, 2021

RCS NEWS REMINDER: SEPTEMBER 28, 2021

- Data from fall 2021 Schedule of Classes will be “rolled” to fall 2022
- Departments use this base schedule as a starting point when planning their fall 2022 offerings
OPEN SCHEDULING

November 1, 2021

↓

January 15, 2022

RCS NEWS REMINDER: OCTOBER 26, 2021

- During Open Scheduling, departments have full access to add, maintain and cancel classes.
- A course must exist in Course Catalog to exist in Schedule of Classes.
- Departments review offerings in Schedule of Classes and adjust as needed.
- Departments are responsible for:
  - cancelling classes that will not be offered
  - updating instructor information
  - updating meeting patterns

Office of the Registrar

8/18
During Closed Scheduling, departments do not have access to make most updates.

Departments submit section forms to RCS to add, cancel or make changes.
RCS finds a classroom for each class in the Schedule of Classes

Departments can view classroom assignments once this process is complete
RCS NEWS REMINDER: JANUARY 25, 2022

• Department schedulers schedule appointments with RCS team members to resolve classroom assignment issues

• Department schedulers work with RCS to address classes that did not receive a room assignment; options include:
  • changing meeting pattern
  • decreasing enrollment capacity

THIS CYCLE

56 Departments Participated
545 Sections Updated
1146 Changes Made

Office of the Registrar

February 7, 2022
February 11, 2022
RCS NEWS REMINDER: FEBRUARY 22, 2022

The University of Arizona

Office of the Registrar

Dear Alex,

The summer 2022 and fall 2022 Schedule of Classes is now available online as of 3/1/2022. To assist with planning your upcoming term, visit the Fall 2022 Information & Updates page and utilize your Shopping Cart.

The Shopping Cart can be used to:

- **Plan ahead:** Add classes to your UAccess Shopping Cart, thereby making it faster to register when your enrollment appointment begins.
- **Check enrollment eligibility:** Once a class is added to your Shopping Cart, information appears showing whether you meet the enrollment requirements.
- **Be prepared:** Have backup classes ready in case your first choice is unavailable.

If you are transferring units from another college or university, your class standing could affect your enrollment start date. The evaluation of transfer credits takes up to two weeks. You must have your transcripts evaluated before enrollment appointments are assigned, which means transcripts must be submitted by 3/7/2022. Once enrollment appointments are assigned, they will not be changed.

Schedule Of Classes

March 1, 2022

Shopping Cart

Transfer Transcripts

Office of the Registrar

12/18
Anything in student record 1 week after Schedule of Classes publication is used to:
- assign enrollment appointments
- set up registration

Term activation begins

This action is in alignment with catalog policies for continuous enrollment & academic eligibility.
ENROLLMENT APPOINTMENTS

3rd/4th week of March 2022

RCS NEWS REMINDER: FEBRUARY 22, 2022

• Office of the Registrar sends email to
  • each student with:
    • enrollment appointment
    • reminder to resolve holds that may prevent successful enrollment
  • UPAC listserv with:
    • summary of all enrollment appointments

• Once enrollment appointments are assigned, they do not change

• Once enrollment opens for a student, it remains open
REGISTRATION

April 4, 2022

RCS NEWS REMINDER: MARCH 22, 2022

• Student should always register for classes themselves if possible

• Registration should be completed prior to the first day of the term

<table>
<thead>
<tr>
<th>Date</th>
<th>Group(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 4</td>
<td>Priority groups; online &amp; distance campuses; junior &amp; senior honors</td>
</tr>
<tr>
<td>April 7</td>
<td>Seniors; first-year &amp; sophomore honors; graduate students; second-year &amp; third-year JD; professional students</td>
</tr>
<tr>
<td>April 11</td>
<td>Juniors; first-year JD</td>
</tr>
<tr>
<td>April 14</td>
<td>Sophomores; MLS; LLM; SDJ</td>
</tr>
<tr>
<td>April 18</td>
<td>First-year students</td>
</tr>
<tr>
<td>April 21</td>
<td>Re-admitted students</td>
</tr>
<tr>
<td>April 25</td>
<td>Non-degree seeking students</td>
</tr>
</tbody>
</table>
As soon as enrollment begins, official documents may reflect enrollment for upcoming terms

Student initiated Change of Schedule Form will not go live until 1 week before fall 2022 begins; students should work with departments to make changes

Contact us at reghelp@arizona.edu
Notes from emails, chats, phone calls, and in-person interactions are documented in Trellis

REMINDEERS
RCS News

Important Updates from Room & Course Scheduling

IN THIS ISSUE

- ANNOUNCEMENTS
  - Resolution Week Review
  - Enrollment Life Cycle Open Forum
  - Section Forms Open for Summer 2022/Fall 2022
  - Live Online Classes
  - Contact Minute Compliance
  - Update to Course Fee View in Schedule of Classes
- SCHEDULING TIP: Setting Up a 100% Engagement Course
- STAFF SPOTLIGHT: Debbie Milora
- SUMMER 2022/FALL 2022 SCHEDULE OF CLASSES DATES & DEADLINES