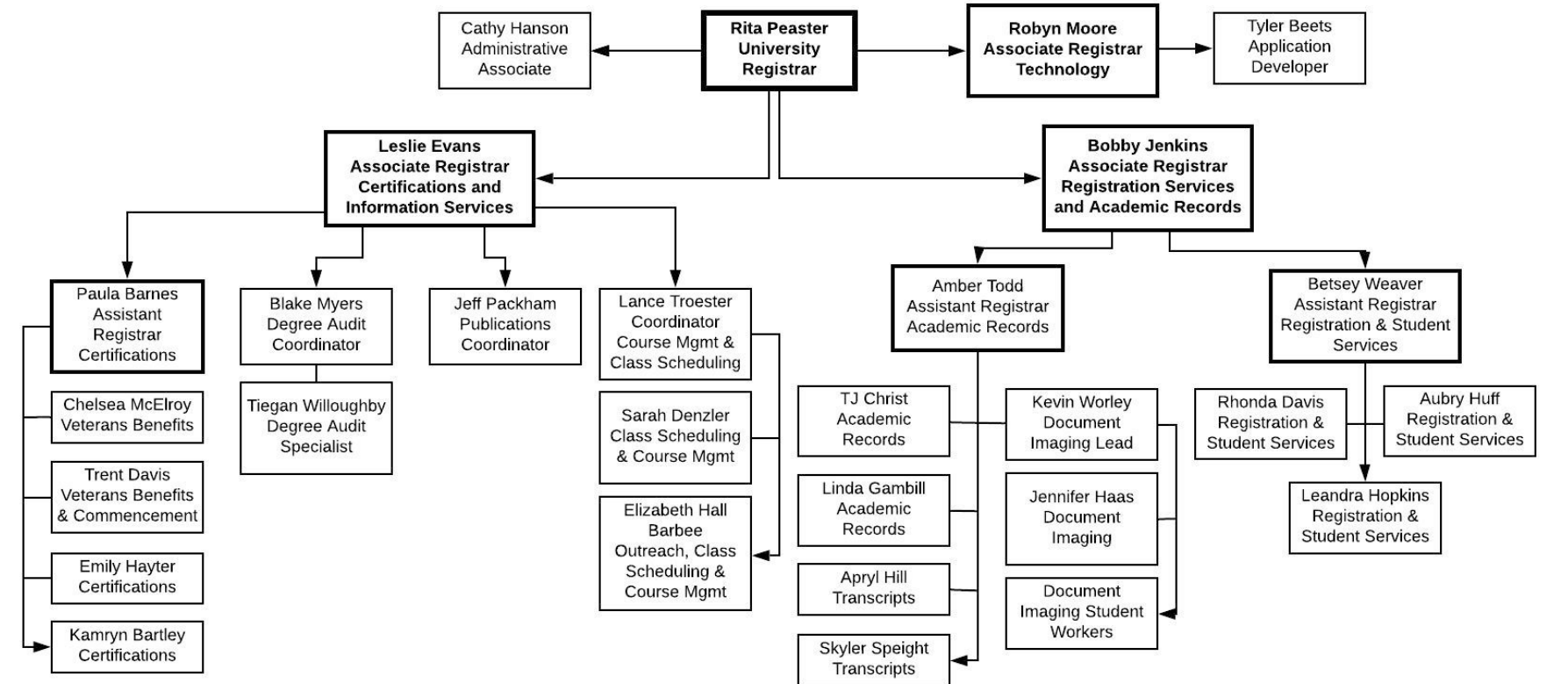




# OFFICE OF THE REGISTRAR

Updated Dec 2020



**Certifications**  
 Degree Certification  
 Enrollment Certification  
 Athletic Eligibility Certification  
 VA Benefits Certification  
 Graduation Applications  
 Diplomas  
 NSC Reporting

**Information Services**  
 Degree Audit System  
 University Catalog  
 Website Maintenance  
 Other Publications  
 Course Management  
 Class Schedule  
 Classroom Scheduling  
 Final & Common Exam Scheduling

**Administrative**  
 Policy Enforcement & Development  
 Human Resources  
 Staff Development  
 Budget  
 Academic Calendar  
 Commencement  
 Communication

**Technology**  
 Student Information System  
 Maintenance & Configuration  
 Process Improvement  
 Student System Training  
 Computing & Technical Support  
 Application Development

**Academic Records**  
 Official Transcripts  
 Major/Curriculum Changes  
 Grade Processing  
 Student Record Maintenance  
 Withdrawal Processing  
 Tuition and Fee Adjustments  
 Document Imaging  
 Buckley Flag Maintenance  
 Residency & Tuition Appeals

**Registration & Student Services**  
 Registration  
 Front Desk and Phone Inquiries  
 Registrar Email Inquiries  
 Walk-In Transcript Requests  
 Walk-In Certification Requests  
 Education Record Inquiries  
 In-State Petitions