Campus Contacts
CASSR (College of Agricultural Sciences and Natural Resources) 136 Agriculture Hall 405-744-3595 cassr.okstate.edu
CAS (College of Arts and Sciences) 213 Life Sciences East 405-744-5658 cas.okstate.edu
EHA (College of Education, Health and Aviation) 106 Willard 405-744-6550 education.okstate.edu
CEAT (College of Engineering, Architecture and Technology) 101 Engineering North 405-744-5276 ceat.okstate.edu
COHS (College of Human Sciences) 101 Human Sciences 405-744-5053 humansciences.okstate.edu
SGSP (School of Global Studies and Partnerships) 107 Wes Watkins Center 405-744-4606 sgsp.okstate.edu
SSB (Sears School of Business) 155 Business Building 405-744-2772 business.okstate.edu
CVHS (Center for Veterinary Health Sciences) 205 McElroy Hall 405-744-6651 cvhs.okstate.edu
Graduate College 202 Whitehurst 405-744-4368 gradcollege.okstate.edu
Honors College 101 Old Central 405-744-6799 honors.okstate.edu
University College Advising 214 Student Union 405-744-5333 uca.okstate.edu
Academic Services for Student Athletes 150 Athletics Center 405-744-5762 arc.okstate.edu
Athletic Ticket Office 136 Athletics Center 405-744-5745 www.okstate.com
Bursar 113 Student Union 405-744-5993 bursar.okstate.edu
Career Services 360 Student Union 405-744-5253 www.hireOSUgrads.com
Independent Studies 317 PID Bldg. 405-744-6390 is.okstate.edu
Department of Wellness Colvin Center 405-744-5510 wellness.okstate.edu
Edmon Low Library 216 Library 405-744-9775 library.okstate.edu
Fraternity & Sorority Affairs 2113 Student Union 405-744-5490 gospreek.okstate.edu
Housing and Residential Life 100 Iha Hall 405-744-5592 reslife.okstate.edu
International Students and Scholars 250 Student Union 405-744-5481 iss.okstate.edu
Office of Multicultural Affairs 240 Student Union 405-744-5481 oma.okstate.edu
OSU Testing Center 100 UAF Building 405-744-5958 testing.okstate.edu
Parking and Transit Services 1006 W. Hall of Fame 405-744-6525 parking.okstate.edu
Scholarships and Financial Aid 119 Student Union 405-744-6604 financialaid.okstate.edu
Student Disability Services 315 Student Union 405-744-7116 stds.okstate.edu
Study Abroad 242 Student Union 405-744-8589 stds.okstate.edu
University Counseling Services 320 Student Union 405-744-5472 ucs.okstate.edu
University Health Services 1202 W. Farm Road 405-744-7665 uhs.okstate.edu
University Police Services 104 USDA Bldg. 405-744-6523 police.okstate.edu
University Store at the Student Union 1st floor 405-744-5217 universitystore.okstate.edu

class schedule. You won't be able to enroll until your adviser clears you for registration. Contact your adviser early, as advising appointments fill quickly.

3. From Student Self Service, check Student Profile to see if you are eligible to register for classes. This site will notify you of factors that may prevent you from being eligible to register, such as enrollment status, academic standing and holds.

4. Accessing Prepare for Registration (under Registration) will allow you to view registration permits/overrides that have been granted to you.

5. You can plan your schedule in Self Service using Plan Ahead under the Registration menu. Plans created here will be available when you register for classes (on the Plans tab).

6. If you register in a class with variable credit hours, it will default to the lowest number of credit hours. Use the Schedule and Options tab of Registration to change credit hours in a variable credit class. Detailed instructions can be found at registrar.okstate.edu/XE-Registration/change.

7. Find more details on Self Service Registration at registrar.okstate.edu/XE-Registration.

8. Find instructions for viewing your class schedule in various ways at registrar.okstate.edu/content/viewing-my-class-schedule.

Contact us:
Office of the Registrar
322 Student Union
Oklahoma State University
Stillwater, OK 74078
Phone: 405-744-6876
Email: registrar@okstate.edu
Office hours: M-F 9am-5pm

Graduating in July? Summer graduates are encouraged to attend the spring commencement ceremony. You must submit a graduation application online by Monday, April 1 to have your name appear in the spring commencement program. Log in to my.okstate.edu, Self Service, and select ‘Apply to Graduate’ from the Student Records menu.

registrar.okstate.edu
**Summer Dates to Remember**

Students who wish to enroll in a short course must enroll before the start of the course. Proportionate drop and withdraw dates apply to short courses. Go to registrar.okstate.edu and click on "Short Courses with Unique Drop/Add Deadlines" link for these deadlines. Additional deadlines apply to graduate students. See the Graduate College Academic Calendar.

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**Students' Rights to Privacy**

The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) was designed to protect the privacy of educational records, to establish the right of students to inspect and review their records in all offices, and to provide specific guidelines for the correction of inaccurate or misleading data through informal and formal hearings. As an OSU student, you have the right to:

1. Inspect and review information contained in his or her educational records within 45 days of the day that the University receives a written request from the student.
2. Challenge the contents of the educational record.
3. Have a hearing if the outcome of a challenge is unsatisfactory.
4. Submit an explanatory statement for inclusion in the educational record, if the outcome of the hearing is unsatisfactory.
5. Secure a copy of the institutional policy, which includes the location of all educational records.
6. Prevent disclosure, with certain exceptions, of personally identifiable information from the educational record.
7. File a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Officer, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5901.

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**Pre-Session (Part of Term 4)**

<table>
<thead>
<tr>
<th>Date Classes Begin</th>
<th>Date Classes End</th>
<th>100% Refund, Nonrestrictive Drop/Add Deadline*</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 10</td>
<td>August 7</td>
<td>Wednesday, June 12</td>
</tr>
<tr>
<td>June 10</td>
<td>August 7</td>
<td>Partial Refund, Restrictive Drop/Add Deadline*</td>
</tr>
<tr>
<td>June 10</td>
<td>August 7</td>
<td>University Holiday</td>
</tr>
<tr>
<td>June 10</td>
<td>August 7</td>
<td>W Drop/Withdraw Deadline*</td>
</tr>
<tr>
<td>June 10</td>
<td>August 7</td>
<td>W/F Full Withdrawal Deadline*</td>
</tr>
<tr>
<td>Class work ends</td>
<td>Friday, August 2</td>
<td>A University holiday falls within this session. If the scheduled classes do not meet, additional class time or assignments may make up the difference.</td>
</tr>
</tbody>
</table>

**First 4 Weeks (Part of Term A05)**

<table>
<thead>
<tr>
<th>Date Classes Begin</th>
<th>Date Classes End</th>
<th>100% Refund, Nonrestrictive Drop/Add Deadline*</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 10</td>
<td>July 5</td>
<td>Tuesday, June 11</td>
</tr>
<tr>
<td>June 10</td>
<td>July 5</td>
<td>Partial Refund, Restrictive Drop/Add Deadline*</td>
</tr>
<tr>
<td>June 10</td>
<td>July 5</td>
<td>University Holiday</td>
</tr>
<tr>
<td>June 10</td>
<td>July 5</td>
<td>W Drop/Withdraw Deadline</td>
</tr>
<tr>
<td>June 10</td>
<td>July 5</td>
<td>W/F Full Withdrawal Deadline</td>
</tr>
<tr>
<td>Class work ends</td>
<td>Friday, July 5</td>
<td>A University holiday falls within the semester. If the scheduled classes do not meet, additional class time or assignments may make up the difference.</td>
</tr>
</tbody>
</table>

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**Drop/Add and Withdraw Deadline Details:**

1. **100% Refund, Nonrestrictive Drop/Add Deadline:**
   - add a course (nonrestrictive deadline)
   - remove a course with a partial refund and no grade
   - partial refund, restrictive drop/add deadline
   - add a course (requires instructor and adviser signatures)
   - drop a course with a partial refund and grade of "W"
   - withdrawn from all courses with automatic grades of "W" (requires complete Withdraw Form)
   - withdrawn from all courses with assigned grades of "W" or "F" (requires completed Withdraw Form)

**Degree Works**

Degree Works is a degree audit tool designed to provide an overview of your degree requirements and an understanding of how your coursework applies to your degree. Access is available from your Student Profile (under Additional Links). Additional information is available at registrar.okstate.edu/degereows.