General Information

- 2nd Floor of Lasker Hall
- Central Office for collection and management of all academic records
- Registration
- Transcript requests
- Attendance verification-health, dental and auto
- Class schedules
- Student biographic information
  - Change of address
  - Change of major
  - Name change
- Taking courses off campus
Communication

- DVC email
- Website
- WebAdvisor
FERPA – Family Educational Rights and Privacy Act of 1974

- Student retains privacy rights with entrance into college
- FERPA Waiver
  - Must complete in-person at Registrar’s Office
FERPA - Directory Information

- Data that may be released without a waiver
  - Student biographic information
  - Dates of attendance
  - Degrees conferred
- Students may prevent disclosure of directory information
AP Credits or College Credits

- AP credits will be sent to our office late June
- College Credits
  - An official transcript must be sent to the Registrar’s Office
Verification

- Dental, Health and Auto Insurance
- Must be requested EVERY semester
- Can be requested over the phone
WebAdvisor

- Allows students to view
  - Grades (DVC does not mail grade reports)
  - Transcripts
  - Schedules
  - Evaluations (Degree Audit)
  - Registering for Classes (starting second semester)
  - Adding & Dropping classes (starting second semester)
Registration

- Students will NOT get a schedule today
- Students are registered by major
  - Foster learning communities
- Schedules are mailed out the week of August 4th
Academic Progress

- Academic Administration reviews all student progress at the end of each semester
- To ensure a path toward graduation
- Standards published in College Catalog
  - Probation
  - Non-degree
  - Dismissal
Dates to Remember

- **Important dates!!! We strictly adhere to deadlines!**
  - **August 31** – Day classes begin
  - **September 7** – No classes (Labor Day)
  - **Through September 11** – Add/drop period
  - **October 16** – midterm grades complete
    - Available on WebAdvisor
  - **November 6** – Last day to drop with a “W”
  - **November 19** – freshman registration for Spring 2008 opens
  - **December 11** – last day of classes
  - **December 14-19** – Final exams
Academic Calendar

- Located on our website
- Click on the Registrar link
- Click on Academic Calendar link
Questions