

Fall 2017 Registration Processing Calendar - August 21 - December 16, 2017

ISIS / Reg-e Hours M - F 7:00 a.m. to 12 midnight Sat. 8:00 a.m. to 1:30 p.m.

IMPORTANT DEADLINES & REGISTRATION (Maximum 20 Units)	Day	Date
▪ Online application – Fall 2017	M	November 28, 2016
▪ Class schedule available on the web (Display Fall Student Support Services hours/holidays)	M	June 19, 2017
▪ Fall Priority Appointment & BOGW Appeal Deadline (Student)	T	June 27, 2017
▪ Class schedule available on campus	T	June 27, 2017
▪ Fall Priority Appointment & BOGW Appeal Deadline (Send to District)	TH	July 6, 2017
▪ Last day to apply to receive a registration date: Apps. filed after this date get an open enrollment date	TH	July 6, 2017
▪ Deadline to enter data in ISIS for DSPS, EOPS, CalWorks, Foster Youth, Homeless Youth, Active Duty Military & Veterans	TH	July 6, 2017
▪ Generate Fall Registration appointments (after network hours)	TH	July 6, 2017
▪ View registration appointments - begin e-mailing (Report available to campuses)	F	July 7, 2017
▪ FYE data deadline input	T	July 11, 2017
▪ Mail registration appointment cards and probationary mailers to students without an e-mail address	W	July 12, 2017
▪ Registration begin for Special Populations (DSPS, EOPS, CW, FY, Mil & Vets)	M	July 17, 2017
▪ Registration by Appointment (<i>All other students by priority</i>)	T	July 18, 2017
▪ FYE registration	W	July 19, 2017
▪ A.S. membership validation stickers available to students in A.S. Office on campus	T	August 1, 2017
▪ Open registration begins – Note: Students applying after July 6 will register on this date	M	August 7, 2017
▪ Walk-in registration begins - Special Admission High School and Joint Diploma students	M	August 14, 2017
▪ Residency determination date for all sessions	U	August 20, 2017
▪ Add/Drop/Refund Deadline (Primary Session)	F	September 1, 2017
▪ Pass/No Pass Grade Option Deadline (Primary Session)	F	September 22, 2017
▪ Withdrawal Deadline (Primary Session)	F	October 27, 2017
▪ GRADES for Fall available on Reg-e beginning	M	January 8, 2018
REPORTS & NOTIFICATIONS		
▪ Stop-out students notified by e-mail they can request appointments for Fall	F	June 9, 2017
▪ Active Military/Veterans reminder e-mail to provide documents for priority registration eligibility	F	June 9, 2017
▪ FA Health Fee Deferment report (Weekly on Fridays through Census 9/1/2017)	F	July 28, 2017
▪ Online only FA student report	M	July 31, 2017
▪ Corequisite Drops (2 weeks prior to beginning of term; OD Weekend & Census)	F	Aug 4, 25 & Sep 1
▪ Reminder email to students with appointments but who have not registered	F	August 4, 2017
▪ Online only students residing in a restricted state - report	M & F	Aug 7 & 18
Holidays - Reg-e Not Available: July 4, September 4, November 10-11 and 23-25 Extended Hours: Friday, Aug 18 & Friday, Sept 1 (open 8:00 a.m. - 5:00 p.m.) Saturday, August 19 (open 8:00 a.m. - 1:00 p.m.)		
Thanksgiving Week Monday, Nov 20 & Tuesday, Nov 21 (8:00 a.m. - 4:30 p.m.) Wednesday, Nov 22 (Closed)		

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REPORTS & NOTIFICATIONS (Continued)		
▪ LCOM classes - Warning e-mail to students that they will be dropped and moved to other CRNs	M	August 14, 2017
▪ Add codes produced for opening day (Mesa to pickup)	W	August 16, 2017
▪ Welcome e-mail/enrollment schedule to all currently enrolled Fall students	U	August 20, 2017
▪ Veterans receiving BOGW report (monthly)	M	August 21, 2017
▪ Foster Youth report to campuses	T	September 5, 2017
▪ Veterans report to campuses (Enrolled students with a veterans status and code)	W & F	Sep 6 & Oct 13
▪ Withdrawal deadline reminder e-mail for primary session (October 28)	F	October 20, 2017
▪ CalWorks - Report of enrolled CalWorks students (weekly thereafter)	M	November 27, 2017
SSSP Email Notifications	Day	Date
Weekly to new Matriculates about SSSP services and Priority Registration	F	May 5, 2017
Continuing Students missing one or more SSSP service	F	June 2, 2017
Students missing transcripts	F	June 2, 2017
Students with abbreviated EdPlan for 2+ terms and will lose priority	F	June 16, 2017
Students concurrently enrolled at another institution told to update status on Reg-e	F	June 16, 2017
Students with 75-99 units warned they will lose priority if they reach 100 units	M	August 14, 2017
Students with a CSUGE/IGETC EdPlan told to get a comprehensive EdPlan	M	August 14, 2017
Notice to students on probation at risk of losing priority and BOGW	M	August 14, 2017
Notice to disqualified students of losing priority and BOGW	M	August 14, 2017
PARKING – AUTOMOBILE/MOTORCYCLE (Parking Permits Valid Aug. 7 to Dec. 16, 2017)	Day	Date
▪ Mail parking permits purchased and paid by July 29	M	July 31, 2017
▪ Mail parking permits purchased and paid by Aug 5	M	August 7, 2017
▪ Mail parking permits purchased and paid by Aug 12	M	August 14, 2017
▪ Parking permits purchased after August 12 (Pickup at College Police)		
DROP FOR NON PAYMENT		
REGISTRATION DATES	WARNING	DROP DATE
July 17- 20	July 21	July 29
July 21 - 27	July 28	August 5
July 28 - August 3	August 4	August 12
August 4 - August 10 and August 11- 19 whose classes begin the week of August 21 (Primary Opening Day)	August 11	August 19
August 11 - 17 and August 18 - 26 whose classes begin the week of August 28	August 18	August 26
CENSUS DROP: August 18 - 24 and August 25 - September 1 whose classes begin the week of September 5	August 25 & 30	September 1