

Fall 2021 -> Spring 2022

Timelines, reminders, tips, upcoming changes

Faculty and Staff Resources page

<https://www.oswego.edu/registrar/faculty-and-staff-resources>

Information, documentation, videos on:

Advisor Assignment

Change of Major

Degree Works

Degree Works Plans

Registration and Planning

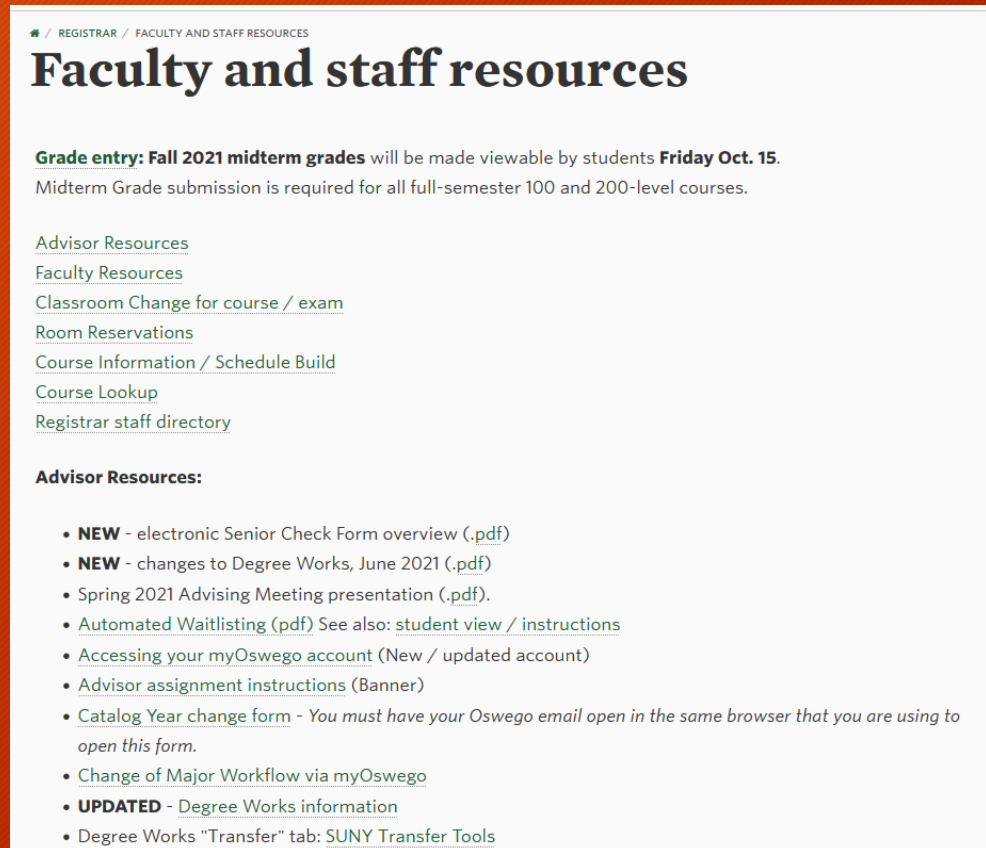
Course Look-up

Eligibility Table*

“Forms” - use these, not email!

...and more

*students should look up their individual time in myOswego!



The screenshot shows the 'Faculty and staff resources' page. At the top, there is a breadcrumb trail: 'REGISTRAR / FACULTY AND STAFF RESOURCES'. The main heading is 'Faculty and staff resources'. Below this, a notice states: 'Grade entry: Fall 2021 midterm grades will be made viewable by students Friday Oct. 15. Midterm Grade submission is required for all full-semester 100 and 200-level courses.' A list of links follows: 'Advisor Resources', 'Faculty Resources', 'Classroom Change for course / exam', 'Room Reservations', 'Course Information / Schedule Build', 'Course Lookup', and 'Registrar staff directory'. Under the heading 'Advisor Resources:', there is a bulleted list of links and information: 'NEW - electronic Senior Check Form overview (.pdf)', 'NEW - changes to Degree Works, June 2021 (.pdf)', 'Spring 2021 Advising Meeting presentation (.pdf)', 'Automated Waitlisting (pdf) See also: student view / instructions', 'Accessing your myOswego account (New / updated account)', 'Advisor assignment instructions (Banner)', 'Catalog Year change form - You must have your Oswego email open in the same browser that you are using to open this form.', 'Change of Major Workflow via myOswego', 'UPDATED - Degree Works information', and 'Degree Works "Transfer" tab: SUNY Transfer Tools'.

REGISTRAR / FACULTY AND STAFF RESOURCES

Faculty and staff resources

Grade entry: Fall 2021 midterm grades will be made viewable by students **Friday Oct. 15**.
Midterm Grade submission is required for all full-semester 100 and 200-level courses.

[Advisor Resources](#)
[Faculty Resources](#)
[Classroom Change for course / exam](#)
[Room Reservations](#)
[Course Information / Schedule Build](#)
[Course Lookup](#)
[Registrar staff directory](#)

Advisor Resources:

- **NEW** - electronic Senior Check Form overview (.pdf)
- **NEW** - changes to Degree Works, June 2021 (.pdf)
- Spring 2021 Advising Meeting presentation (.pdf).
- [Automated Waitlisting \(pdf\)](#) See also: [student view / instructions](#)
- [Accessing your myOswego account](#) (New / updated account)
- [Advisor assignment instructions](#) (Banner)
- [Catalog Year change form](#) - You must have your Oswego email open in the same browser that you are using to open this form.
- [Change of Major Workflow via myOswego](#)
- **UPDATED** - [Degree Works information](#)
- Degree Works "Transfer" tab: [SUNY Transfer Tools](#)

Noteworthy Dates

- Wintersession Classes viewable in myOswego 9/27
 - 6/3/3 week format
- Spring 2022 Classes viewable in myOswego Monday 10/11 [target]
- Degree Works system update Tuesday 10/12
- Fall MidTerm grades due / viewable Friday 10/15
- Wintersession registration opens Monday 10/18
- Fall Withdrawal deadline Friday 10/22

Spring 2022 Advance Registration

- Schedule online 10/11 [target]
- Advance Registration 11/1-11/19
- 11/15 - We email eligible undergrads who have not yet advance registered
- 11/15 - We share a list with Associate Deans: December degree candidates with remaining “must take” course(s)
- Students should use “**Check Your Registration Status**” in myOswego (and select Spring 2022)
 - Reminder: times determined by EARNED hours, not in-progress

Advising Student Profile

- Select Term
- Links / Navigation
- Notes

Advising • Advisee Search

Advisee Search

Change term, search for a student, or view your advisee listing

Term
Summer 2020

View advisee listing, or search by

☒ Student ID
☐ Student Email
☐ Student Name

Student ID

[View Profile](#) [View My Advisee Listing](#)

Term: Fall 2019 Standing: Good Standing, as of ... Overall Hours: 0 Overall GPA: 0.00 Registration Notices: 3 Holds: 1

Student Information Notes: 1

+ New Sort

Tracey Green

Tracey is considering a career in photography.
10/09/2019
LeMay, Jerret
General Advisement Meeting

CURRICULUM, HOURS & GPA

Primary	Secondary	Hours & GPA
Degree:	Bachelor of Science	
Level:	Undergraduate	
Program:	Arts and Sciences	
College:	Liberal Arts & Sciences	
Major:	Geochemistry BS	
Concentration:	Not Provided	
Minor:	Not Provided	
Concentration:	Not Provided	
Catalog Term:	Fall 2019	

REGISTERED COURSES

Course Title	Details	CRN	Hours	Regi:
Physical Geology	GEO 100 800	91750	3	**We

Total Hours | Registered Hours: 3 | Billing Hours: 3 | CEU Hours: 0 | Min Hours: 3 | Max Hours: 17

Notes

- Academic Concerns
 - During semester = Starfish
 - After End-of-Term = Student Profile Notes
 - Category = “Academic Concerns” or “Leaving/Planning to Leave”
- Off-campus study = Degree Works
- Degree Progress = Degree Works
- Course Suggestions: Rather than a note, use Degree Works Plans!
 - more obvious, accessible and useful than a note (and it tracks)

Degree Works Plans

- Active, Locked Plans integrate with Registration
- Tracking enabled. Works on
 - Active
 - Locked
 - Critical requirements
 - Use the ellipsis on the course to edit & mark Critical
- Three levels:
 - (critical) requirement
 - Term
 - Plan (overall)

The screenshot displays the ellucian Degree Works interface. At the top, a navigation bar includes the ellucian logo and links for WORKSHEETS, EXCEPTIONS, PLANS, TRANSFER, and ADMIN. The user profile 'Jerret LeMay' is in the top right. Below the navigation bar, a plan titled 'test' is shown with a red box around the edit icon. The plan details indicate a Degree of Bachelor of Arts, Level Undergraduate, and a Tracking Status of OFF-TRACK. A red box also highlights the 'Active' status and 'Status Locked' field. Below the plan details, a section titled 'Last updated: LeMay, Jerret on 1/4/2021' provides links for Audit, What-If, Delete plan, Save as copy, and Create block.

The main content area shows a 'Requirements' section on the left with a list of requirement types: Course, Choice, GPA, Non-Course, Placeholder, and Test Score, each with a plus icon. The right side displays two columns of requirements for Spring 2019 and Fall 2019. Each requirement entry includes a course name, credits, a status (OFF-TRACK), and an ellipsis menu icon. A red box highlights the ellipsis menu for 'MGT 310' in the Spring 2019 column.

Term	Requirement	Credits	Status	Action
Spring 2019	MGT 310	3.0	OFF-TRACK	⋮
Spring 2019	@ 3@	3.0	OFF-TRACK	⋮
Fall 2019	ENG 102	3.0	OFF-TRACK	⋮
Fall 2019	ISC 405	3.0	OFF-TRACK	⋮
Fall 2019	ISC 105	3.0	OFF-TRACK	⋮
Fall 2019	@ 3@	3.0	OFF-TRACK	⋮

Advisor Plans List (Oct)

- Includes Tracking status, can help with maintenance

G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
first_major	plan_term	description	tracking	is_active	is_locked	modify_date	mod_by	maj1	maj2	min1	min2	firstyear	student_type	classification	standing	grad_term
226 Wellness Management BS	201909	Physical Therapy	ONTRACK	Y	Y	01-MAR-19	LeMay, Jerret	226		586			Continuing	2nd sem senior	Good Standing	
226 Wellness Management BS	201901	Wellness Management	ONTRACK	Y	Y	01-MAR-19	LeMay, Jerret	226		525			Continuing	2nd sem sophomore	Acad Warning	
050 Accounting BS	201909	Mackenzie Maxam_ADO Mathematics_HONORS	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	050					Continuing	1st sem senior	Good Standing	
185 Physics BS	201909	Tentative Applied Degree Plan	ONTRACK	Y	Y	01-MAR-19	LeMay, Jerret	185	150				Continuing	2nd sem senior	Good Standing	
134 Journalism BA	201909	Journalism BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	134		545	676		Continuing	1st sem junior	Good Standing	
134 Journalism BA	201909	Journalism BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	134		545			Continuing	1st sem junior	Good Standing	
134 Journalism BA	201909	Journalism BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	134		676			Continuing	2nd sem sophomore	Good Standing	
143 Marketing BS	201909	Marketing BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	143				Y	Continuing	1st sem sophomore	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	ONTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		547			Continuing	2nd sem senior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	ONTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		550			Continuing	2nd sem junior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		679	550		Continuing	1st sem senior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		570	514		Continuing	2nd sem junior	Acad Warning	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		550			Continuing	1st sem senior	Good Standing	
128 Human Resource Management BS	201909	Human Resource Management BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	128					Continuing	2nd sem junior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045	098				Continuing	2nd sem junior	Good Standing	
128 Human Resource Management BS	201909	Human Resource Management BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	128					Continuing	2nd sem junior	Good Standing	
128 Human Resource Management BS	201909	Human Resource Management BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	128		547			Continuing	2nd sem junior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045					Continuing	1st sem junior	Acad Warning	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		545			Continuing	1st sem junior	Acad Warning	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045		592	550		Continuing	2nd sem junior	Good Standing	
045 Business Administration BS	201909	Business Administration BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	045					Continuing	2nd sem junior	Good Standing	
480 Software Engineering BS	201909	Biochemistry BS Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	480					Continuing	1st sem sophomore	Acad Warning	
089 Cinema and Screen Studies BA	201909	Cinema and Screen Studies BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	089		516		Y	Continuing	2nd sem freshman	Good Standing	
089 Cinema and Screen Studies BA	201909	Cinema and Screen Studies BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	089				Y	Continuing	2nd sem freshman	Good Standing	
089 Cinema and Screen Studies BA	201909	Cinema and Screen Studies BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	089				Y	Continuing	1st sem sophomore	Good Standing	
089 Cinema and Screen Studies BA	201909	Cinema and Screen Studies BA Template	OFFTRACK	Y	Y	01-MAR-19	LeMay, Jerret	089		681		Y	Continuing	1st sem freshman	Probation	

Starfish Transcript Flags

Overview

Info

Success Plans

Courses

Tracking

Meetings

Student Information

✓

Fall 2020: Major: Online Criminal Justice BA

✓

Fall 2020: Department: Criminal Justice

✓

Fall 2020: School/College: Liberal Arts & Sciences

✓

Ongoing: TRANSCRIPT needed from Transfer Institution(s) (TIP/TNS grades): SUNY Tompkins-Cortland CC

✓

Ongoing: TRANSCRIPT needed from Prior Institution(s): PENNSYLVANIA ST UNIV NEW KENS|SUNY Dutchess CC

Overview

Info

Success Plans

Courses

Tracking

Meetings


Notes

Network

View: Flag Inbox


Status: ☐ Active ☐ Resolved ☒ Both


Created By: ☒ Anyone ☐ Me


Item Name	Status	Created	Due	Context
 Transcripts needed from Transfer	Active	10-16-2020 by System		Attributes TRANSCRIPT: ASSIGNED (TRANSCRIPT: Ongoing)


SUMMARY

STUDENT INFO

 **Transcripts needed from Transfer Institution**

 Raised by System (10-16-2020)

 Attributes TRANSCRIPT: ASSIGNED (TRANSCRIPT: Ongoing)



Starfish Transcript Flags

- TIP / TNS Grades
 - Transcript is on file, but incomplete (need grades from final semester)
 - These placeholder grades show on Degree Works: TIP grades slot on requirements in Degree Works and also meet prerequisites, TNS grades do neither. TNS grades fall to “Not Counted”.
 - TIP are converted to TNS after the incomplete grade deadline (10/1).
- Missing Transcript
 - Enrollment reported by prior institution, no transcript on file

Starfish Flags

- Fall 2021, as of today:
 - 128 new students still have placeholder “TIP” grades
 - approx. 90 Transfers with missing transcripts
 - Approx. 230 Freshmen with missing transcripts
- Why submit? Meet requirements, meet prerequisites, avoid unnecessary repeats, “bankable” credits for Excelsior, maximize earned credit hours (impacts registration time), reduce time to degree, reduce loan debt...
- Also in Starfish - Not Advance Registered Flag

Dates, ICYMI

- Wintersession Classes viewable in myOswego 9/27
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