

TOPIC	EMAIL @andrew.cmu.edu	PERSON	PHONE
Academic Actions (Drops & Suspensions Processing)	cmuregistrar	Jonelle Krise	x8-1902
Academic Advisor Assignments	registration	Kathy Sloan	x8-1949
Academic Contacts List Management	jkris	Jonelle Krise	x8-1902
Academic Degree Audit (Stellic)	uro-degree-audit	Bryttnie Reading	x8-1941
Academic/University Policies	jp7p	John Papinchak	x8-7404
Academic Offerings (<i>Program Code, College, Department, Major, Degree, Class</i>)	cmuregistrar	Jon Samuels	x8-1922
Additional Major/Minor	cmuregistrar	Jon Samuels	x8-1922
All But Dissertation	cmuregistrar	Kensee Lusebrink	x8-8250
AP/IB/Cambridge Scores (<i>Matriculated Students Only</i>)	cmuregistrar	Jon Samuels	x8-1922
Calendar: Academic	jp7p	John Papinchak	x8-7404
Calendar: Departmental	klusebri	Kensee Lusebrink	x8-8250
Catalog (Undergraduate)	catalog	Becky Choltco	x8-1906
Change of Grades/Missing Grades Form	cmuregistrar	Abbie Bennett	x8-8687
Change of Student Name/ID Number	uro-verifications	Mary Weakland	x8-7540
Classroom Maintenance Issues	courses	Nancy Camino	x8-4086
Course Add, Switch Section, or Change Units Form (<i>Current Semester</i>)	cmuregistrar	Abbie Bennett	x8-8687
Course Audit Form	cmuregistrar	Abbie Bennett	x8-8687
Course Classroom Scheduling	courses	Nancy Camino	x8-4086
Course Conflict Resolution (Student Registration)	registration	Kathy Sloan	x8-1949
Course Descriptions (Historical)	archives	University Archives	x8-5021
Course Reservations (Enrollment Capacity/Types)	registration	Kathy Sloan	x8-1949
Course Withdrawal Form	cmuregistrar	Abbie Bennett	x8-8687
Cross-Registration (PCHE forms)	uro-pche	Kensee Lusebrink	x8-8250
Data Requests (non-SDW) & Surveys	jmspangl	Jennifer Goldinger	x8-5633
Degree Certification	commence (departments), uro-diplomas (students)	Jon Samuels	x8-1922
Diplomas (processing, ordering, reordering)	commence (departments), uro-diplomas (students)	Jon Samuels	x8-1922
Directory Information Restrictions & Updates	uro-verifications	Mary Weakland	x8-7540
Doctoral Student Final Semester (Tuition Adjustment)	cmuregistrar	Jon Samuels	x8-1922
Duplicate Record Merge	cmuregistrar	John Papinchak	x8-7404
Entity Changes (Academic)	cmuregistrar	John Papinchak	x8-7404
Faculty Course & Grade Information	egrades	Kathy Sloan	x8-1949
Faculty Course Evaluations	uro-fce	Kensee Lusebrink	x8-8250
FERPA/Student Privacy	jp7p	John Papinchak	x8-7404
Final Exams Scheduling	js81	Joy Cavaliero	x8-1907
Grades: Proxies, Rosters, Submission Consultation	egrades	Kathy Sloan	x8-1949
Graduation	commence (departments), uro-diplomas (students)	Jon Samuels	x8-1922
Instructors (Adding New) - <i>Staff, Sponsored</i>	courses	Nancy Camino	x8-4086
International Exchange Student Form (OIE)	cmuregistrar	Jonelle Krise	x8-1902
Investigator Requests	uro-verifications	Mary Weakland	x8-7540
Late Drop or Drop Below Full-Time Petition Form (<i>Current Semester</i>)	cmuregistrar	Abbie Bennett	x8-8687
Leave of Absence Form	cmuregistrar	Jonelle Krise	x8-1902
Non-Degree/Visiting Students	non-degree	John Papinchak	x8-7404
NROTC	mdanko	Mike Danko	x8-8747
Pass/No-Pass Grade Option Form	cmuregistrar	Abbie Bennett	x8-8687
Pre-College (Record Updates)	cmuregistrar	Kensee Lusebrink	x8-8250
Pre-Requisites/Co-Requisites/Anti-Requisites	registration	Kathy Sloan	x8-1949
Registration Consultation & Inquiries	registration	Kathy Sloan	x8-1949
Request to Review Academic Record (Form for Students)	cmuregistrar	Jon Samuels	x8-1922
Retroactive Add/Drop Petition Form (Prior Semester)	cmuregistrar	Abbie Bennett	x8-8687
Return from Leave of Absence Form	cmuregistrar	Jonelle Krise	x8-1902
Returning Student Record Update Form	cmuregistrar	Jonelle Krise	x8-1902
S3 Access (New Users Permission & Qualifiers)	jp7p	John Papinchak	x8-7404
Semester Record Creation	registration	Kathy Sloan	x8-1949
Student Academic Code Change Form	cmuregistrar	Jonelle Krise	x8-1902
Student Data Warehouse (SDW)	uro-sdw	Jennifer Goldinger	x8-2899
Student Personal Information & Contact Updates	uro-verifications	Mary Weakland	x8-7540
Student Roster Queries	jmspangl	Jennifer Goldinger	x8-5633
Summer Studies	summer-studies	John Papinchak	x8-7404
Transcripts (from Carnegie Mellon)	cmuregistrar	Abbie Bennett	x8-8687
Transfer Credit: Adding Institution	jmspangl	Jennifer Goldinger	x8-5633
Transfer Credit: Incoming Transcripts	cmuregistrar	Abbie Bennett	x8-8687
Tuition/Fee Appeals & Adjustments	uro-appeals	John Papinchak	x8-7404
Verifications (Degree & Enrollment)	uro-verifications	Mary Weakland	x8-7540
Veterans Education Benefits Certification	uro-vaedbenefts	Mike Danko	x8-8747
University Withdrawal Form	cmuregistrar	Jonelle Krise	x8-1902
25Live Room Reservations	esrooms	Nancy Camino	x8-4086