

# Office of the Registrar Newsletter

For CCSU Students, Faculty and Staff

November/December 2019

Volume 7, Number 5



## Winter Intersession and Spring 2020 Course Schedule Available Online

Enroll now and move closer to earning a CCSU degree! View course offerings and [register online](#). Log on to your Web Central account to register. Winter Intersession runs from **December 26th to January 15th** and does not require a registration pin.

- Choose Registration/Registrar Tab, Click on Registrar Add/Drop Classes,
- Select the term
- Enter the CRN of the class you wish to register for.
- "Submit Changes" to finalize your registration and confirm Registration Status.

If you encounter prerequisite or other registration restrictions, please contact the appropriate academic department to request permission to enroll.

## Spring Registration To Do List:

### 1. Meet with your Advisor during the Advising Period

- Think about courses you would like to take or need for your program. Click [here](#) to search the course offerings.
- Meet with your advisor to discuss course selection and obtain your registration PIN.
- If you do not know who your advisor is, log in to WebCentral and click on Registration/Records tab; then View Student Information tab.

### 2. Determine your Early Registration Time

- Refer to your unofficial transcript to determine your Credits Earned. Do not include credits you currently have in-progress this fall semester.
- Find your early registration time on the [Registration Schedule](#).

[Click here for the complete University calendar](#)



## Fall 2019 - Important Dates:

**October 23**

- Winter Intersession 2019-2020 registration begins.

**November 8-22**

- Spring 2020 Early Registration period.

**November 18**

- Last day to withdraw from a full semester course without permission.
- Last day for Full-Time students to withdraw from the University without permission.

**November 27 - December 1**

- No Classes - Thanksgiving Break

**December 2**

- Non-Matriculated and senior citizen student registration for Spring 2019 begins.
- Suggested deadline for undergraduate students to apply for December 2020 graduation.

**December 9-15**

- Final Exams

**December 26**

- Winter Intersession begins

**January 3**

- Final grades for Fall 2019 available to students no later than this date.

**January 21**

- Spring 2020 classes begin

**January 21-27**

- Add/Drop period for all students

For a complete list of dates and deadlines please visit our website at <http://www.ccsu.edu/registrar/calendar/>



## Winter Commencement Ceremony

The University's Winter Commencement ceremony will be held on Saturday, December 14 at 1 p.m. in Welte Auditorium. In case of severe weather, the ceremony will be held on Tuesday, December 17 at 6:30 p.m.

All students who have met the requirements for their degrees as of August 2019, December 2018, and Winter Intersession will be eligible to participate. Check your CCSU e-mail for additional details!

Undergraduate graduation policies and requirements can be found at the Registrar's Office [Website](#).

Due to Welte Auditorium's seating capacity, this ceremony will be a ticketed event. Each candidate for graduation will receive two guest tickets. Simulcast will be available in the Student Center for additional guests. Graduating students may also decide to postpone participation in commencement until the spring ceremony on May 17, 2020 where there are no guest limits. If a graduating student chooses this option, they will automatically be invited to the spring ceremony.

More information can be found at the [Commencement website](#).

## Fall 2019 Final Exam Schedule

The final Exam schedule for the fall 2019 semester has been posted on line. The entire schedule can be viewed on the [Registrar's Office Website](#). Students taking Hybrid courses should consult their professor regarding final exams.

## Changing or Declaring Your Major?

All students wishing to declare a major must complete a [Major and Program Change Form](#), obtain the necessary signatures and return it to the Registrar's Office for processing.

[Click here for the complete University calendar](#)

## Be prepared for inclement weather!

Check the University's website at <http://www.ccsu.edu/cancel> or Storm Phone (860-832-3333) for information about University closing or delays. The University will also notify the following broadcast media:

WTIC-AM 1080 (the principal radio outlet)  
You can also tune in to local TV stations  
WFSB-TV 3, WTNH-TV 8 and WVIT-TV 30



## Need a form? It may be online!

Registrar's Office forms are available online. Please visit us at: <https://www.ccsu.edu/registrar/>

## Office of the Registrar Hours:

Monday – Friday  
8:00 a.m. – 5:00 p.m.

**Have Questions? We're here to help.**  
(860) 832-2236

## Visit us:

Willard – DiLoreto Room D202

## Check out our website:

[www.ccsu.edu/registrar](http://www.ccsu.edu/registrar)

Send us an email: [RegStaff@ccsu.edu](mailto:RegStaff@ccsu.edu)

## MARIA'S PLACE

### CCSU Community Food Pantry

Located at the Vance Academic Center  
Lower Level through Parking Lot T  
Click [link](#) for hours of operation and more information.

**Please consider donating!**