

# **Change of Programs/Majors- Future Effective dating**

|          | 60 01 1 1 0 61 units / 11 unjuits                                       |                                                                                                                       |
|----------|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
|          | Currently Enrolled                                                      | Notes                                                                                                                 |
| Required | Changing Majors/Programs                                                |                                                                                                                       |
|          | Changing from Intended to fully declared                                |                                                                                                                       |
|          | Minors: Adding or Removing                                              |                                                                                                                       |
|          | Certificates: Adding or Removing                                        |                                                                                                                       |
|          | If the student is currently registered in the current term              | Future effective dating begins the 1st start date of the term and runs through the End of the Term +1 day (see chart) |
|          | If the student plans on registering for ANY session of the current term | Future effective dating begins the 1st start date of the term and runs through the End of the Term +1 day (see chart) |

|          | Not Currently Enrolled                                                                          | Notes                                                                                                                                                                                                                                                                                        |
|----------|-------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | Masters in Passing                                                                              |                                                                                                                                                                                                                                                                                              |
|          | Updating a Catalog Year/Requirement term                                                        |                                                                                                                                                                                                                                                                                              |
|          | Accelerated Online Students that are accepted into the program after the start of the semester. |                                                                                                                                                                                                                                                                                              |
| Not      | If the student is not registered in the                                                         |                                                                                                                                                                                                                                                                                              |
| Required | current term                                                                                    |                                                                                                                                                                                                                                                                                              |
| <u>-</u> | Between terms                                                                                   | *End of the Fall term +1 day until the start<br>of the Regular Spring term<br>*End of the Spring term +1 day until the<br>start of the Summer 11-Week Term<br>*End of Summer term +1 day until the<br>start of the Regular Fall term.<br>***See chart below for the End of term +1<br>dates. |

## **Current dates for future effective dating:**

| Term        | End of Term +1 day | Start Date of the Term | Census Date       |
|-------------|--------------------|------------------------|-------------------|
| Fall 2022   | December 15, 2022  | August 22, 2022        | September 7, 2022 |
| Spring 2023 | May 11, 2023       | January 17, 2023       | February 1, 2023  |
| Summer 2023 | August 7, 2023     | June 5, 2023           | June 8, 2023      |

<sup>\*\*</sup>The effective dates for each term will eventually reside on the Registrar website (we're currently in the middle of our web modernization process) and we will update it as one semester rolls off.

# Who will advise the students when a future effective date has been used?

- Their New department/Major will advise the students on all things advising, including but not limited to:
  - Dropping Courses
  - o CRA's
  - Grade Forgiveness
- Use CAR notes to note effective date action.

## **Special Notes:**

- Advisors will need to use the Student Program/Plan Screen to view the student's program/major.
  - The Academic Tab on the Student Services Center will not update until the future effective date.
- The student's MAPs in MyMav will update as soon as the change is made. This is viewable to students and advisors.
- Future-dated program plan codes will not meet the pre-requisite requirements. Advisors may need to use the "Requisite" override for students between open enrollment and the effective date.
  - Please try to register students without using the override 1<sup>st</sup> to verify the pre-req before continuing with the override to force the student into a course.
- If you need to delete a plan change mistake or have any questions, please email the Registrar's Office at <a href="mailto:recordsandregistrationprocessing@uta.edu">recordsandregistrationprocessing@uta.edu</a>.
- If a student is graduating in the current term and needs their major updated, GradTeam will review on a case-by-case basis. Please email gradteam@uta.edu.



#### **How to Future Date:**

- Go to the Student Program/Plan: Main Menu → Records and Enrollment → Career and Program
  Information → Student Program/Plan
- Enter the Student's MyMav Id number and Click Search

#### Student Program/Plan

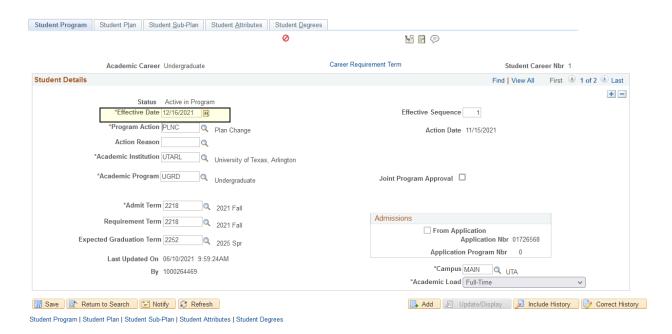
Enter any information you have and click Search. Leave fields blank for a list of all values.



- Click the to add a new row:
- Change the Effective Date to the appropriate End of Term +1 Day date (see chart above). And process the rest of the change as per usual.
- Click Save once the change is complete.



#### OFFICE OF THE REGISTRAR



\*\*This is also where you will be able to see any future effective dating.