

### Undergraduate Catalog Goes Mobile



Earlier this summer, UMaine's on-line *Undergraduate Catalog* initiated a mobile site, meaning users of electronic devices such as smart phones and tablets may use those devices to browse the catalog.

To find the mobile site, access the *Undergraduate Catalog* from a mobile device using an internet browser at [catalog.umaine.edu](http://catalog.umaine.edu). Find the link for "Mobile Site" at the very bottom of the page.

All of the same catalog information is available as with the full Web version, but in a format that is compatible with today's technology.

### Final Exams Schedule Available Earlier

Last spring, the Office of Student Records conducted an experiment by producing the Final Exams Schedule prior to the start of classes. This was only possible by the utilization of the Final Exam Scheduling process available in MaineStreet. Prior to taking advantage of this process, the development of the Final Exams Schedule required weeks of preparation involving no less than four people and could not begin until after the drop period for the term. This resulted in the schedule not being available until the middle of the semester, if there were no scheduling glitches.

Now, the Final Exams Schedule can be available much earlier, involving fewer individuals and requiring significantly less time. Students and Faculty may view their exam schedule information in MaineStreet the week of August 20.

This new process requires the collection of exam information from the academic departments much sooner, however, the most positive result is improved service to our students.

### Wait Lists for Classes

MaineStreet provides a mechanism for automating wait lists for classes that have reached their capacity. If a department has requested a wait list for a class, the students may place themselves on the wait list for the class when they try to enroll. Should an opening occur, the process automatically enrolls the next student on the list into the class—as long as the student has no other classes that conflict and the student has met the enrollment requirements for the class.



A policy on Wait Lists was established shortly after MaineStreet was implemented. Some of the more important points of the policy include:

- Responsibility lies on the student to be certain that classes for which they have been placed on a Wait List do not conflict with classes for which they are already enrolled.
- Students are responsible for dropping a class in which they have been enrolled as a result of the Wait List process, should the student no longer desire the class. Students enrolled in a class as a result of the Wait List Process will receive email notification via the @maine.edu email address.
- A student may have a maximum of **five** total Wait List credit hours for a term. Wait List hours count toward the total number of hours enrolled for a term.

Complete details on the Wait List for Registration policy is available in the [Undergraduate Catalog](#) in the Academic Policies section under [Enrollment Status](#).



**Click it!**

**Need a FERPA Refresher?**

[FERPA Information](#)

### FERPA Tip:

### Take the FERPA 101 Test



The University of Maine offers a short test to help train members of the campus community on their understanding of some of the FERPA regulations. Whether you're a seasoned veteran of UM or a newcomer, take the test and see how you do. The test is available using the "Click it!" link above. This site provides some basic FERPA information and you'll find links to the FERPA Pop Quiz and the FERPA 101 test near the bottom of the page.

## DATES AND DEADLINES TO REMEMBER

**\*\* Dates are subject to change \*\***

### August

- August 1** - New First-year admits may make class schedule changes in MaineStreet Self-Service.
- August 17** - Fall 2012 Final Exam proofs due in OSR.  
- Summer University ends.  
- August graduation.
- August 21** - August graduation records ready for college review.
- August 30** - Notice of Spring 2012 Incomplete grades to be lapsed to "F" grades sent to students and colleges.  
- Fall 2012 Final exam information available in MaineStreet and OSR Web site.
- August 31** - *2012-2013 Undergraduate Catalog* available on-line.

### September

- September 3** - Labor Day holiday.
- September 4** - Fall 2012 classes begin.
- September 7** - Spring 2013 Schedule of Classes due in OSR.
- September 10** - Last day to add courses.
- September 13** - Distribute advisor and concentration listings to colleges for updates.
- September 17** - Last day to drop full-semester regular classes for refund.
- September 24** - Official graduation list for August 2012 due from colleges.
- September 25** - Proofs for Spring 2013 Schedule of Classes sent to departments.
- September 27** - Enrollment holds placed for students non-compliant with immunization law and lists sent to deans.
- September 28** - Edited proofs for Spring 2013 Schedule of Classes due in OSR.  
- Deadline for advisor updates and concentrations in academic departments.

### October

- October 1** - List of Sunsetting courses due in OSR.
- October 3** - Create Spring 2013 term activations and PINs.
- October 4** - Classes dropped on or before this date will not appear on transcript.
- October 5** - Notification of missing grades sent to students and list to deans.  
- Spring 2012 Incomplete grades lapse to "F" grades.
- October 8** - Fall Break begins.
- October 10** - Classes resume.  
- Distribute list of enrollment holds for colleges.
- October 15** - Spring 2013 Schedule of Classes available in MaineStreet.  
- Spring 2013 Wish List validation begins.  
- August 2012 graduation list finalized.
- October 22** - Spring 2013 enrollment begins.
- October 23** - Updated missing grades list sent to colleges.
- October 30** - List of December 2012 graduation applicants distributed to colleges.