For the Record

Office of the Registrar Newsletter

Volume 3
ISSUE 05
May 2018

For the Record

Commencement and Graduation!

May Commencement will be held on May 19th at 10am at the Cross Insurance Arena in Portland, Maine.

Any students with questions concerning graduation should contact Joe Niman (jniman@une.edu or 207-602-2138) - Any paperwork that might clear a student to be awarded a degree or to be eligible to participate in the ceremony must be turned in to the Registrar’s Office no later than Friday, May 4th.

Please see the Graduate Website for more Commencement Information: http://www.une.edu/studentlife/graduation

The application to Graduate for the 2018/2019 Academic Year Opens on April 30th.

2018/2019 Academic Catalog

The 2018/2019 Academic Catalog is now live and viewable at the following website: http://www.une.edu/registrar/2018-2019-academic-catalog

Please contact Shawn Plante with any questions (splante@une.edu)

Important Dates

- May 2 - Graduate Online A Term and AB Term Begins
- May 7-11 - Undergraduate Final Exams
- May 11 - Official End of Undergraduate Spring Semester
- May 19 - Commencement
- May 21 - Undergraduate Full Summer Session and Session I Begins
- May 28 - Memorial Day - Both Campuses Closed

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Enrollment Confirmation

Enrollment Confirmation is ongoing for all programs at UNE that have summer start dates. All students must confirm enrollment prior to the first day of their courses. The graduate and professional programs who have summer start dates are:

- All Graduate On-Line Programs: May 2nd & June 27th
- Dental Medicine Year 2 & 4: May 29th
- Dental Medicine Year 3: May 29th
- Graduate Marine/Biology: May 21st
- Graduate Education: May 21st
- Pharmacy: May 21st
- Nurse Anesthesia: May 14th & May 31st
- Occupational Therapy: May 31st & June 4th
- Osteopathic Medicine: July 1st, July 15th, & July 31st
- Physical Therapy: May 14th, May 21st, & May 31st
- Physician Assistant: May 14th & May 31st
- Social Work (on ground): May 14th & May 31st

Upcoming Undergraduate Orientation Dates:

Biddeford

First Year Orientation:
- Session 1: June 20-21
- Session 2: June 27-28
- Transfer Students: Students should set up appointments with advisors individually

Fall Orientation:
- August 23-25

Portland
- August 27: 3rd Year Nursing and Dental Hygiene

Registrar’s Office Email Contacts

- UNERegistrar@une.edu - for forms or questions concerning transcripts, verifications, and all other general inquiries.
- UNERooms@une.edu - for any questions concerning room reservations, edits and cancellations in Ad Astra.
- UNEGrades@une.edu - for any questions or concerns around grades and grade changes or to submit grade change forms.
Veteran’s Benefits

Students who want to use VA Benefit's for the Summer 2018 or Fall 2018 semester courses need to submit a Certification Request Form. More information can be found on the website: [http://www.une.edu/registrar/veteran-benefits](http://www.une.edu/registrar/veteran-benefits)

Please contact Shawn Plante with any questions: splante@une.edu or (207) 221-4246.

Student using Military TA (Tuition Assistance) can request their transcripts through U-Online and have their grades sent directly to their ESOs. Students with questions about their TA Grades should contact Courtney Mejia (cmejia@une.edu) or (207) 221-4217.

Transfer Credits

As summer approaches more students may be looking to take courses over the summer to transfer back to UNE. Students must fill out the Transfer of Course Work form prior to enrolling in external courses.

More information can be found here: [http://www.une.edu/registrar/records/transfer-credits](http://www.une.edu/registrar/records/transfer-credits)

Or you can contact Joe Niman for questions (jniman@une.edu or x2138)
Office Contact Information

Biddeford Office
11 Hills Beach Road
Decary Hall, Room 114
Biddeford, ME 04005
Phone: (207) 602-2473
Fax: (207) 602-5927

Portland Office
716 Stevens Avenue
Hersey Hall, Room 119
Portland, ME 0103
Phone: (207) 221-4200
Fax: (207) 221-4898

www.une.edu/registrar
UNERegistrar@une.edu
UNERooms@une.edu

May Grades Due

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<tr>
<th>Description</th>
<th>Term End Date</th>
<th>Grades Due</th>
<th>Time Due</th>
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<td>5/7/18</td>
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</table>

Official Transcript Requests Available via U-Online Self Service Portal!

Official Transcript Requests can be requested through U-Online through the following steps:

- Log on to U-Online—> Select Student Services Menu —> Select Student Records —> Select Request Printed/Official Transcript —> Follow the Prompts
- Click Submit Request (the request will then be put into the queue to be printed in the Registrar’s Office)

We will still accept transcript requests by mail, fax, or in person at both campuses.