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Tier One Courses and Orientation

Click [here](#) to view Registration Dates for Fall 2015 and Summer 2015

Registration has started and my Tier One courses don't have the correct enrollment capacity! No need to worry, it is normal for your Tier One sections for Fall 2015 to have a different enrollment capacity than the one you had originally listed. Throughout Priority Registration for continuing students and Freshman Orientation for incoming students, Room and Course Scheduling closely monitors the release of available seats in Tier One courses. Prior to each new group of students registering for classes, RCS releases a small number of seats based on the number of students registering in that group. This gradual release of seats ensures that all students needing to take Tier One courses will be able to register for what they need. We want to make sure that even incoming Freshman students at the last orientation session will be able to register for Tier One courses. Once the seat release process has completed, all remaining seats will be released, and at that time the enrollment capacity for Tier One courses will show the total number you requested.

If you need to verify the total number of seats you are planning to offer in your Tier One courses, you can view the UA Target Enrollment value by navigating to Curriculum Management > Schedule of Classes > UA Target Enrollment > UA Target Enrollment, then search for your course. We respectfully ask that you **please do not update the enrollment capacity for Tier One courses** as this will disrupt the seat release process. If you need to make changes to the total number of seats that will be offered in your Tier One course, please submit an RCS Course Change request.

Course Forms for Summer and Fall

Room and Course Scheduling is still working to process all Fall 2015 and Summer 2015 course forms. We greatly appreciate your patience as we process the remaining requests.

RCS Forms

- **RCS has received 2520 Fall 2015 Course Requests and 1172 Summer 2015 Course Requests**
- **Of the combined 3692 Summer and Fall forms, 132 are in the queue waiting for an RCS staff member to process**

As of 4/10/2015

Zero Enrollment Sections

In the first few weeks of a semester, there are sections occupying rooms that have zero students enrolled in them. During this time, Room and Course Scheduling receives a high volume of requests for space, and often departments must be placed on a waiting list, especially for the more popular time slots. To help departments identify courses that may be candidates for cancellation, UAccess Analytics has a couple of reports of all sections in the Schedule of Classes that have zero enrollment. These reports can be accessed by going to the Dashboard =>Select Student=>Catalog and Schedule. One of the reports you can use will be on the Schedule Overview tab. This report will have more information than just enrollment total (Meeting Pattern, Instructor, Units, etc.) The other report is in the Total Class Enrollment tab, which will be one of the last tabs also under Catalog and Schedule. We hope these tools will aid departments in the timely cancellation of sections that have zero enrollments, and help us free up unused rooms for the rest of the campus community.



UA Online

Beginning Fall 2015 a new course offering was created for courses being offered for Fully Online Degree programs. This course offering, known as the ONLN offering, will appear as an additional offering in the Course Catalog with the same information as the regular course offering, with the following exceptions:

- The Campus field for ONLN offerings will be listed as ONLN.
- ONLN offerings will also have the following Enrollment Requirement Group, 016803.
 - This Requirement Group will prevent Main Campus students from registering in sections being offered for a Fully Online degree program
- ONLN program sections will have the 999-ONLINE facility ID. The Campus and Location will be ONLN.

Example of ONLN offering in the Course Catalog

ESOC 150B1:

Favorites ▾ Main Menu ▾ > Curriculum Management ▾ > Course Catalog ▾ > Course Catalog

UAccess STUDENT

Catalog Data Offerings UA Characteristics Components

Course ID: 036749

Find | View All First 1 of 2 Last

Effective Date: 08/01/2015 Status: Active

Description: Social Media and Ourselves

Course Offering

Find | View All First 3 of 3 Last

*Course Offering Nbr: 3 *Catalog Nbr: 150B1 ESOC

*Academic Institution: UAZ00 The University of Arizona

*Academic Group: UA UA General

*Subject Area: ESOC eSociety

Campus: ONLN UA Online

*Academic Organization: 3206 Info Res & Libr Sci, Sch of

*Academic Career: UGRD Undergraduate

Course Typically Offered: Fall, Spring, Summer 1 and 2

Tuition Group: []

Dynamic Class Date Rule: []

Allow OEE Enrollment

*Course Approved: Approved

Allow Course to be Scheduled:

Exam Only Course:

Catalog Print

Print Instructor in Schedule

Schedule Print

Schedule Term Roll

Use Blind Grading

GL Interface Required

Split Ownership

Enrollment Requirement Group

Requirement Group: 016803 Online Programs only	Detail
Long Description: Students enrolled in fully online programs only.	

Taxonomy

CIP Code: []

HEGIS Code: []

University Award for Excellence

I'm happy to announce that Room & Course Scheduling will be honored with two awards at this year's University Award for Excellence ceremony scheduled for Thursday, April 23rd from 3 P.M. – 5 P.M. in the Student Union Ballroom.

It is with great enthusiasm that I can now announce that our very own Abbie Sorg will be one of this year's recipients of the University Award for Excellence. This is a deserving recognition for one of the most dedicated employees this great university is fortunate to have. Please join me in congratulating Abbie.



I'm also proud to announce that Room & Course Scheduling will be honored with this year's Department Award for Excellence. Please help me congratulate my staff in Room & Course Scheduling for this commendable recognition.



Thank you,

Fernando Chavez

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Room & Course Scheduling

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