

MEMORANDUM

...from CNU_IRAR

Date: April 19, 2011

To:

Provost/Scheduling & Facilities Resources	Graduate Studies
Admissions	Housing
Business Office/Student Accounts	International Programs
College of Arts & Humanities	IT Services
College of Natural and Behavioral Sciences	Luter School of Business
College of Social Sciences	Registrar
Financial Aid	Student Success

From: Institutional Research, Analysis and Reports

RE: Summer 2011 and AY2011-12 Census Dates

- ▶ Census for **May 2011 Term (201120)** will occur at **2:00 a.m., Wednesday, May 11, 2011**
- ▶ Census for **Summer 2011 Term 1 (201131)** will occur at **2:00 a.m., Thursday, June 9, 2011**
- ▶ Census for **Summer 2011 Term 2 (201132)** will occur at **2:00 a.m., Thursday, July 14, 2011**
- ▶ Census for **Extended Summer 2011 (201140)** will occur at **2:00 a.m., Saturday, August 13, 2011**
- ▶ Census for **Fall 2011 Term (201200)** will occur at **2:00 a.m., Tuesday, September 6, 2011**
- ▶ Census for **Spring 2012 Term (201210)** will occur at **2:00 a.m., Thursday, January 26, 2012**

By census, all student, course, instructor, enrollment, degree, housing, and study abroad data should be complete in the Banner student information system. The Business Office/Student Accounts should email the "WAIVERS" file for the term pertaining to faculty/staff tuition waivers, senior citizen tuition waivers, and specialty student cost waivers to Institutional Research by each census day (irar@cnu.edu).

If any of the above census dates creates a problem for your department, please notify IRAR by email (irar@cnu.edu) before census occurs for issue resolution.

Thank you for your cooperation.