



Admissions & Records Update

December 5, 2023

Spring 2024 Registration

Priority Registration is underway for Spring 2024; registration for special admit (dual enrollment) students will begin on December 14th and Open Registration will begin on December 19th. More information about Priority Registration can be found [here](#).

Payment Due Date & Autodrop for Spring 2024

The payment deadline for students enrolling on or before December 23rd for Spring 2024 is Friday, January 5th. The autodrop will be scheduled overnight the morning of Saturday, January 6th. For more information see the [Spring 2024 Academic Calendar](#). Staff who place DND (do not drop) indicators should have these placed by January 5th as needed.

Automation of the Major Change Form

A&R and Financial Aid have continued discussions with District Office IT on improving the major change form with a goal of automating the online major change process. We expect these improvements to go into effect in early Spring to streamline the process for students while reducing staff workload. Currently, A&R offices manually process more than 5,000 major change requests per semester. This improvement is expected to significantly reduce staff workload and improve the student experience.

A&R Redesign Update

The A&R and Financial Aid Redesign efforts began in fall 2021 with outside consultants with expertise in A&R and FA completing organizational assessments and making recommendations for improvement. One of the improvements recommended was an organizational redesign, which was first implemented for Financial Aid in January 2023 when Financial Aid moved to a district reporting structure. As part of our continuing Redesign efforts, beginning January 2024 we are now moving forward with the next step to transition the reporting structure for A&R to district. The resulting realignment will help increase alignment of policies, processes and procedures across all four college departments and ensure all students have access to high quality A&R support, regardless of their home campus of attendance.

For more information: <https://employees.losrios.edu/our-organization/departments-and-offices/student-services>