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Subject Important Announcement

To: All Faculty/Staff
From: Project SCORE Team

After all the years laboring to reconstruct the student systems in PeopleSoft, we are almost ready to go live, but the next three months will be critical for implementation. There are very important dates and system availability periods that need to be understood and disseminated widely to prevent any undue inconvenience to students, advisors, faculty or administrators. Naturally, we expect some confusion and inconvenience as we resolve the "glitches" that are bound to appear in a new system, especially one as complex and extensive. It's possible some of these dates may have to change due to unforeseen development problems. We will keep you updated if this happens.

Your assistance, patience and support continue to be appreciated.

These are some highlights:

2/18/02 - 3/15/02 - Dual maintenance of address changes.

2/18/02 - Master Schedule frozen - all years.
No changes possible.

3/1/02 - 4/22/02 - Continuing students access their new
Stony Brook ID at the SOAR system.

3/1/02 - Last day majors or minors can be changed by
departments. Registrar's office will make
changes after 3/25/02.

3/15/02 - 3/24/02 - FINAL CONVERSION OF CURRENT ACADEMIC
RECORDS ---(11:00 PM) Legacy system frozen,
no new transactions possible. Students submit
paper requests to Registrar. Registrar will hold
paper requests to enter in legacy and PS
starting 3/25. Academic transcripts continue to
be issued from legacy until 5/8, when Spring 02
grades begin to be posted in PS.

3/19/02 - 3/24/02 - Data verification of current records.
Verification group (Reg, HSC, CEAS, Grad, SPD,
Acad Adv) meets 4 hours daily to review records
and make corrections.

3/25/02 - Registrar begins parallel maintenance of
scheduling, Bio/Dem, P/NC, section changes,
retroactive changes, and withdrawals for
Spring 02. Current telephone system available.

3/22/02 - Fall 2002 Class Schedule to printer.

- 3/25/02 - 3/29/02 - Student Spring Break -- Registrar and Financial Aid Offices closed to public for staff training.
- 4/1/02 - 4/15/02 - Continuing students room selection- Room deposits due in person at Bursar. All prior balances must be paid up.
- 4/2/02 - New Stony Brook SOLAR System website available for class schedule, P/NC changes, financial aid status viewing.
- 4/5/02 - Last day for Undergrads to withdraw from a course via telephone or in person at Registrar.
- 4/5/02 - Last day to change to P/NC Spring 02 via telephone or in person at Registrar.
- 4/8/02 - Enrollment appointment schedule for advance registration available on the SOLAR website.
- 4/8/02 - 4/22/02 - Train external administrative staff in PS registration process.
- 4/15/02 - Current telephone system (Periphonics) shut off for student records only. Payment function continues.
- 4/22/02 - New telephone system (Touchnet) available for registration.
- 4/22/02 - Priority advance registration Fall and Summer 02 begins -- Telephone and SOLAR web system.
- 4/25/02 - New ID card issued to HSC students.
- 4/29/02 - 5/1/02 - New ID card issued to West Campus students.
- 4/30/02 - Student Employment clearance system live.
- 5/1/02 - Last day departments can do graduation clearances for majors, program requirements, CEAS, Grad School, SPD, HSC.
- 5/7/02 - Last day of classes.
- 5/8/02 - Begin posting Spring 02 grades in PS.
- 5/9/02 - 5/15/02 - Final examinations.
- 5/14/02 - Open advance registration begins Fall and Summer 02.
- 5/15/02 - Student Employment departments function live to enter job opportunities.
- 5/16/02 - 5/19/02 - Registration system shut down for maintenance.

5/28/02

- Summer Session I begins.