

S97-1 SCHEDULING OF REGISTRATION AND PRIORITY REGISTRATION POLICY

Legislative History:

Document dated February 18, 1997.

At its meeting of February 3, 1997, the Academic Senate approved the following Policy Recommendation presented by Shirley Reekie for the Instruction and Student Affairs Committee

This policy replaces previous UP S 92-6 and S 90-11.

ACTION BY THE UNIVERSITY PRESIDENT:

"Approved as University Policy." Signed: Robert L. Caret, February 17, 1997.

SCHEDULING OF REGISTRATION AND PRIORITY REGISTRATION POLICY

S 97-1

Replaces: S 92-6 and S 90-11

Whereas, Previous "policies" on priority registration at San Jose State University contain only lists of groups awarded priority status and no rationale; and

Whereas, Currently, new groups wishing to be given priority registration must apply to the Instruction and Student Affairs Committee which, if it seeks to grant priority status, must then place a new policy before the Academic Senate; and

Whereas, The present situation of achieving priority registration is both cumbersome and time consuming; and

Whereas, Priority Registration needs to be implemented within the general Scheduling of Registration which itself needs minor amendment; therefore be it

Resolved, That the attached document entitled "Scheduling of Registration and Priority Registration" be adopted as policy, effective Fall, 1997.

SCHEDULING OF REGISTRATION AND PRIORITY REGISTRATION

1.0 Scheduling of Registration

1.1 Students shall be allowed to register in the following order:

Group 1: Priority Students

Group 2: First Time Freshmen

Group 3: Graduating Students (Seniors and Graduate Students)

Group 4: Graduate Students

Group 5: Seniors

Group 6: Juniors

Group 7: All other students

(Students in Groups 2-7 will register on the basis of rotating alphabetical cycles within each group).

2.0 Categories of Group 1 (Priority) Students:

2.1 Category A

Students who would not otherwise graduate within a reasonable period of time due to an on-going disability, or because they perform on-going services for disabled students.

The Disability Resource Center shall determine whether a student belongs to Category A on a case-by-case basis.

2.2 Category B

Students who would not otherwise graduate within a reasonable period of time because they participate in an on-going, university sanctioned activity that significantly benefits the university.

The coordinator of the activity must apply to the Enrollment Advisory Committee,* on behalf of the students, for possible inclusion in Category B.

2.3 Category C

First time students who would otherwise be difficult to attract to the university.

The administrator responsible must apply to the Enrollment Advisory Committee,* on behalf of the students, for possible inclusion in Category C.

2.4 Category D

Students participating in the four year degree pledge program.

3.0 Implementation

3.1 Effective Fall, 1997, students with disabilities who currently have Priority Registration may keep this status until they graduate. All new students with disabilities will be assessed on a case-by-case basis.

3.2 Coordinators of all groups in Category B who wish to apply for Priority Registration on behalf of their students, including those which currently hold such status, shall apply to the Enrollment Advisory Committee* for continuation or granting of priority registration status.

4.0 Review

4.1 The Enrollment Advisory Committee* shall reexamine the groups of students with Priority Status every five years to determine whether they continue to meet the guidelines for such status.

*Or other committee as approved by the Organization and Government Committee.