



Graduate Student Services Initiatives

Holly Hebard, Director of Student & Academic Services

Graduate Student Services Team

- Holly Hebard, Director
 - Oversees 3 branches
- Graduate Admissions
 - Ciara Duncan
 - Penny Seals
- Student Records
 - Marla Jones
 - Lori Naramore
- TargetX/Recruitment CRM
 - CRM Administrator - vacant
 - Marketing Specialist – vacant (dotted line)
- Office Support
 - Dawn Ribe
- Updated contact sheets will be published on the website

Degree Completion

- Graduation Planning System (GPS)
 - On track to go-live at the end of September
 - FERPA training for users
 - Training for users entering exceptions at the end of September
 - Discontinuation of paper checklists this fall
 - Curriculum requirements in the catalog this editing period
- Online Application for Degree/Certificate (AFD/AFC)
 - Finalizing approval workflow
 - Tentative go-live: November for Spring AFD/AFC submission

Residency

- Three ways students can be reclassified as a resident for tuition purposes
 - Residency reclassification application
 - Completely reclassifies student during the rest of their time at UAB
 - Moved online April 2017
 - Qualifying graduate appointment
 - Only impacts residency during the period of time the student is appointed
 - Based on ACT document as of June 2017
 - Academic Common Market
 - Reminder to notify students if you know they may qualify

Graduate Admissions

- International Requirements
 - Requiring minimum scores (80 on TOEFL, 6.5 on IELTS, 53 on PTEA)
 - Test scores expire after 2 years
 - Waivers for students who have earned a degree in the US with a GPA of 3.0 or higher
- Partnership with INTO UAB
 - Global application partnership
 - International Enrollment Manager
- Admissions Checklists

Additional Updates

- Certificates
 - Challenges: tracking, financial aid
 - Applying through TargetX
 - Audit in GPS
 - Potential changes coming
- Forms on Website
 - Updates
 - Bookmark website rather than using PDFs of old forms
- Online Orientation

Graduate Program Director/Program Coordinator Training Opportunities

- Monthly Training Sessions
 - 2 hours in the Graduate School with the Student Services team
 - For new appointments or anyone who wants a refresher
 - Dates and times will be sent out
- Second annual Program Director School
 - Spring 2018
 - Two tracks – beginner and advanced