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