

MEMORANDUM

...from **CNU_IRAR**

Date: 4/8/2009

To:

Academic Advising
Admissions
Business Office/Student Accounts
Financial Aid
Graduate Studies
Housing

International Programs
IT Services
Luter College of Business and Leadership
College of Liberal Arts & Sciences
Registrar

From: Institutional Research, Analysis and Reports

RE: Summer 2009 and AY2009-10 Census Dates

- ▶ Census for **Extended Summer 2009 Term 1 (200940)** will occur at **2:00 a.m., Tuesday, August 4, 2009**
- ▶ Census for **Summer 2009 Term 1 (200931)** will occur at **2:00 a.m., Thursday, May 21, 2009**
- ▶ Census for **Summer 2009 Term 2 (200932)** will occur at **2:00 a.m., Thursday, June 4, 2009**
- ▶ Census for **Summer 2009 Term 3 (200933)** will occur at **2:00 a.m., Thursday, July 9, 2009**
- ▶ Census for **Fall 2009 Term (201000)** will occur at **2:00 a.m., Tuesday, September 8, 2009**
- ▶ Census for **Spring 2010 Term (201010)** will occur at **2:00 a.m., Tuesday, January 26, 2010**

By census, all student, course, instructor, enrollment, degree and housing data should be complete in the Banner student information system. The Business Office/Student Accounts should email the "WAIVERS" file for the term pertaining to faculty/staff tuition waivers, senior citizen tuition waivers, and specialty student cost waivers to Institutional Research by each census day (irar@cnu.edu).

If any of the above census dates creates a problem for your department, please notify IRAR by email (irar@cnu.edu) before census occurs for issue resolution.

Thank you for your cooperation.