Forms and General Registrar Inquiries:	Forms and general Registrar inquiries can be emailed to Registrar@marist.edu .
Declaration of Major/Change of Major and Declaration/Change of Minor	Students should complete and email, from their Marist email account, the <u>Declaration of Major/Change of Major and</u> <u>Declaration/Change of Minor form</u> to the Chairperson or Dean of the School where the major/minor is located. The Chairperson/Dean will then forward the form and their approval to the student and the Registrar's Office at <u>kimberly.canale@marist.edu</u> for processing.
Declaration of Pathway	Students should complete and email, from their Marist email account, the <u>Declaration of Pathway form</u> to their advisor. The advisor would approve (if applicable) and forward approval to the Registrar's Office at <u>mary.heller@marist.edu</u> for processing.
Enrollment & Degree Verifications	Student should complete and email, from their Marist email account, the <u>Request for Verification Letter</u> form to the Registrar's Office at <u>marlene.fighera@marist.edu</u> for processing.
Address Changes	Students should complete and email, from their Marist email account, the <u>Change of Address and Telephone form</u> , to the Registrar's Office at <u>Registrar@marist.edu</u> for processing.
Withdrawal from Course	Deadline: 11/1/2021 deadline for course withdrawal without penalty for undergraduate, 15-week courses. Contact Registrar for other session deadlines. Students should complete and email, from their Marist email account, the <u>Course Withdrawal form</u> to their advisor, by 10/29/21. Advisor will approve and forward to the Registrar's Office at <u>Kathy.coomes@marist.edu</u> for processing.
Undergraduate students wishing to withdraw completely from Fall 2021	Student should email the Center for Advising & Academic Services office at <u>Advising@marist.edu</u> , from their Marist account, including their CWID, first/last name by 11/1/21 to receive W grades for all full-semester courses. After 11/1 students should email Center for Advising & Academic Services office at <u>Advising@marist.edu</u> , at which time grades of WF will be recorded.
Graduate students wishing to withdraw from courses or from the College	Student should email their Graduate Director, from their Marist email account, including their CWID, first/last name, and course # and course title. Graduate Director will then send their approval to the Registrar's Office at <u>sean.rodriguez@marist.edu</u> for processing.

Transcript Request	Currently enrolled students and alumni (who know their userid and password) may request a transcript online in the myMarist portal. In Banner Self Service, click on Student Tab > Student Resources > Student Services > Request a Printed Transcript. Additionally, transcript requests may be submitted by downloading the <u>Transcript Request Form</u> located toward the bottom of the Registrar's web page, www.marist.edu/academics/registrar. Complete, scan and email to <u>transcript.request@marist.edu</u> .
Degreeworks Inquiries	Students should email all Degreeworks inquiries, from their Marist email account, together with their CWID, first/last name to the Registrar's office at <u>degreeworks@marist.edu</u> .
Regalia Inquiries	Student should email <u>cheryl.lown@marist.edu</u>
P/NC Grade Request	Students should complete and email, from their Marist email account, the Pass/No Credit Form found on my.marist.edu/student resources/forms to the Registrar's office at <u>Kathy.coomes@marist.edu</u> by 5 p.m. 10/4/21 .
Commencement Inquires	Students should email commencement@marist.edu