



**Registrar's Office**

**SEMESTER-END INFORMATION—PBC, PCAAT, PSMA**

April 23, 2009.

**New SIS**

- Our new Student Information System (the software that stores all the academic information about you) is finally up and running fairly smoothly, two-and-a-half months after conversion.
- We ask for your patience (and prayers!) as we try to catch up on our backlog of requests while continuing to activate and use its new features (a year long process).

**Prairie Student Portal**

- One new feature is the PBI Student Portal, and I'm sorry to say that we were not able to make it operational by semester end. We do expect to have it ready by the end of next week.
- Check your Prairie e-mail on or after May 4 for a message that introduces the Portal and gives your username and password.
- Don't remember your Prairie e-mail address? Can't get into your e-mail? Ask PITS in the basement of the Faculty Building or at [HelpDesk@prairie.edu](mailto:HelpDesk@prairie.edu).

**Winter 2009 Grade Cards**

- Your Grade Card for 2009 Winter will be on the Portal. If you want a paper copy, please send us a request after checking the Portal's capabilities.

**Statements of Intent for next year**

- The SI tells us whether you plan to return next year. If you say 'yes' or 'not sure,' we prepare materials so that you can register for next year's classes during the summer break.
- Every current student needs to fill it out.
- It's online at [www.prairie.edu/Registrar/StatementOfIntent](http://www.prairie.edu/Registrar/StatementOfIntent).

**Registration for next year**

- You will register through the Student Portal.
- We hope to have materials ready for the Portal by May 20.
- We will notify you by e-mail to your Prairie e-mail account.

**Deadlines for Late Work**

- PBC students: If you want an extension past the date grades are due (April 30), you *must* have the proper form signed by the instructor and the Registrar.

**Return Date**

- PBC students: Please return to campus by 5 p.m., Sunday, August 30, 2009.
- PCAAT students: Please return to campus by 5 p.m., Saturday, August 15, 2009. (Note: provisional date; you will be notified when a firm date is set.)
- PSMA students: Please return to campus by 5 p.m., Monday, August 17, 2009.

**Beginning of classes**

- PBC evening classes begin Monday, August 31.
- PBC day classes and Chapel begin Tuesday, September 1.
- PCAAT classes begin Monday, August 17. (Note: provisional date; you will be notified when a firm date is set.)
- PSMA classes begin Tuesday, August 18.

#### Late arrivals

- PBC students: If you must return late, please notify the Registrar's Office in advance (403-443-3077). The last day you can return is Wednesday, September 9.
- PCAAT students may arrive late only with the permission of the Dean.
- PSMA students may arrive late only with the permission of the Director.

Well, that was long enough. Questions or comments or what-have-you? 403-443-3077, MX 205, [cheryl.mclim@prairie.edu](mailto:cheryl.mclim@prairie.edu), [douglas.lewis@prairie.edu](mailto:douglas.lewis@prairie.edu).