
Effective: 3/1/2005

ASU SES Manual Revision Notice

Policy	Summary of Change
<p>SES 101-01</p> <p>Release of Student Information</p>	<p>Revision of Policy</p> <p>Revised to include National Merit, National Achievement, and National Hispanic Scholars as releasable honors and awards information and to update “Office of the University Registrar” to “University Registrar’s Office” and “Registration Services at the West campus” to “Registration & Records Services at the West campus”</p>
<p>SES 201-04</p> <p>Override and/or Overload Authorizations</p>	<p>Revision of Policy</p> <p>Revised to clarify overrides and overloads and to update “Office of the University Registrar” to “University Registrar’s Office” and “Registration Services at the West campus” to “Registration & Records Services at the West campus”</p>
<p>SES 203-03</p> <p>Ordering Official Transcripts</p>	<p>Revision of Policy</p> <p>Revised to clarify the location of Cashiering Services at the Tempe Campus and to update the operating hours of Cashiering Services at the Tempe campus, the official transcript fee from \$6 to \$10 per copy, the additional “rush” order fee from \$5 to \$10, the additional special delivery fee from “usually \$17.50 per delivery address” to “usually \$19.50 per delivery address,” “Office of the University Registrar” to “University Registrar’s Office,” and “Registration Services at the West campus” to “Registration & Records Services at the West campus”</p>
<p>SES 301-01</p> <p>Financial Aid Eligibility</p>	<p>Revision of Policy</p> <p>Revised to update the sources and expand the information about eligibility</p>
<p>SES 301-02</p> <p>Enrollment Status</p>	<p>Revision of Policy</p> <p>Revised to update the definition of 1/2-time graduate students and</p>

	to add a definition for 3/4-time graduate students and to delete the footnote regarding graduate assistants and associates and the cross-reference
SES 301-03 Enrollment Status	Deletion of Policy Policy deleted
SES 301-04 Satisfactory Academic Progress	Revision of Policy Revised to clarify attempted and passed course rate standards and the maximum credit-hour limits allowed in general and for specific programs and degree levels, to add that some institutional aid programs are also eligible and that scholarships and employee tuition benefits are not impacted by financial aid eligibility, and to update the effectiveness semester and appeal deadlines
SES 301-07 Summer Financial Aid	Revision of Policy Revised to update the sources, two cross-references, and the type of programs for which a student may qualify; to state that the summer semester is considered part of the previous academic year in regards to financial aid; and to delete the procedure
SES 301-09 Independent Student Review	Revision of Policy Revised to update the sources and a form name and to add a link
SES 301-10 Disbursement of Financial Aid Funds	Revision of Policy Revised to state that eligible students will receive excess funds by mailed or direct-deposited checks, to update a cross-reference, and to delete a cross-reference
SES 301-13 Aid for Students Completing Graduate Preparatory Course Work	Revision of Policy Revised to update the title, the purpose, the procedure, and the name of a form and to add a source and a link
SES 303-01 General Scholarship Eligibility	Deletion of Policy Policy deleted
SES 303-02	Deletion of Policy

Scholarship Aid Award Criteria	Policy deleted
SES 303-03 Institutional Recruitment Scholarship Deferment Guidelines	Revision of Policy Revised to update the title and the policy and procedure to reflect the coding in institutional wording of waivers as part of scholarship programs and to delete the cross-references
SES 303-04 Resident Scholar Transfer	Revision of Policy Revised to update the title, the purpose, a source, and the policy and procedure to reflect the coding in institutional wording of waivers as part of scholarship programs and to delete the cross-references
SES 304-07 Student Employment Eligibility Criteria	Revision of Policy Revised to clarify that satisfactory academic progress applies to Federal Work-Study instead of general employment, to update a cross-reference, and to delete a cross-reference
SES 304-11 Student Employee Termination	Revision of Policy Revised to delete the stipulation that a department receive approval from Student Employment in order to suspend or terminate a student employee
SES 304-14 Student Employment Records	Repost of Policy Policy reposted after being inadvertently removed from Web by overseeing department
SES 304-15 Duration of Employment for Graduating Student Employees	New Policy New policy to define the end of eligibility to work for graduating students employed through the Hourly or Federal Work-Study student employment programs
SES 305-05 Limitations on Work Hours	Revision of Policy Revised to clarify conditions of employment during winter and spring break and summer

<p>SES 305-10</p> <p>Change in Pay Rate within the Current Wage Level</p>	<p>Repost of Policy</p> <p>Policy reposted after being inadvertently removed from Web by overseeing department</p>
<p>SES 001, 101-02, 201-01, 201-02, 201-03, 201-05, 201-06, 201-07, 201-08, 201-09, 201-10, 201-11, 201-12, 201-13, 201-14, 201-15, 201-16, 201-17, 201-18, 202-01, 202-02, 202-04, 202-06, 202-07, 203-01, 203-04, 203-05, 203-06, 203-08, 203-09, 204-01, 204-02, 204-03, 204-05, 204-06, 204-07, 204-08, and 206-02</p>	<p>Revision of Policies</p> <p>Revised to update “Office of the University Registrar” to “University Registrar’s Office”</p>
<p>SES 201-02, 201-03, 201-05, 201-08, 201-11, 201-13, 201-14, 201-15, 201-16, 202-03, 203-02, 203-04, 203-06, 204-01, and 204-03</p>	<p>Revision of Policies</p> <p>Revised to update “Registration Services at the West campus” to “Registration & Records Services at the West campus”</p>

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