
Communication Calendar

Date	Name	Term	Task	Parts of Term/Notes
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September 2018

9/10/2018	Gerri	201880	#260 Non-attendance student notification. Run SYGU544 - Schedule TGA/email Student NA Notification. Send TGA/emails notifying students that attendance reporting is available in SSB.	
9/13/2018	Kismet	201910	#270 Registration Holds. Email notification for Registration Holds Office List to set holds.	
9/18/2018	Holliday	201850	#160 Incomplete Grades Due "UG". Burst to instructors about deadline for submitting previous term's incomplete grades.	
9/18/2018	Holliday	201850	#180 Student Incomplete Notification "UG". Burst to students about "Incomplete" deadline to be met.	
9/20/2018	Kismet	201910	#330 Advising Information. Email the College Level Advisor's List and AAN information about clearing students on SPAAPIN.	