

Front Office Support Cheat Sheet

by Higher Ed Admin (guestuser123)via cheatography.com/54143/cs/45057/

Banner Semester Terms	
Fall	20xx 90
Winter	20xx 10
Spring	20xx 20
Summer	20xx 60

Transcripts

Transcripts requests can be seen on SHARQTC.

Class Standing	
Freshman	0-25.5 earned credits
Sophomore	26-56 earned credit
Junior	56.5 - 89.5 earned credits
Senior	90+ earned credits

Enrollment status	
Full time Underg- raduates	12+ credits
Part time underg- raduates	less than 12 credit hours
Full time Graduates	9+ credit hours; 6 credits GA
Part time graduates	less than 9 credit hours

The full-time definition above for graduate students does not apply to any student accounts or financial aid issues. The minimum full-time definition for all financial purposes is 12 credit hours per semester.



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