

# OFFICE OF ACADEMIC SERVICES AND THE REGISTRAR

55 Hillhouse Avenue, Jackson.registrar@yale.edu  
Jana Baslikova, Director of Academic Services and Registrar  
Taylor Spadacenta, Assistant Registrar

The office of Academic Services and the Registrar maintains, safeguards, and releases student academic records and aims to actively communicate and inform students of their rights, responsibilities, and School procedures. We provide mission-critical services that support operations of the Jackson School, as well as data that support decision-making and reporting. Furthermore, we interpret and implement academic and administrative policies of the Jackson School and the University supporting students, faculty, staff as well as alumni. Our responsibilities include, but are not limited to, student registration and cross-campus enrollment, course scheduling, maintenance and distribution of course evaluations, canvas management, certification of enrollment, support of academic planning and advising, transcript requests, tracking degree progress, diplomas, and FERPA training.

The office certifies eligibility for tuition benefits with the U.S. Department of Veterans Affairs. We also maintain a written record of previous education and training of the veteran or eligible person to ensure that appropriate credit has been given by the school for previous education and training, with the training period shortened proportionately. The record is a cumulative listing of all subjects undertaken by term as well as the final result.

Many student and faculty academic services are available online via secure web resources that can be accessed with a valid NetID and associated password. All student records are stored electronically for a period of seven years following the end of each enrollment period.