

# OFFICE OF THE UNIVERSITY REGISTRAR

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**Executive Director of Enrollment Management & University Registrar:**  
Adrian R. Cornelius, Ed.D.

The Office of the University Registrar supports teaching and learning at the University of Maryland by maintaining the integrity of academic policies and the student information system as the perpetual stewards of our students' records from application to degree conferral. The Office of the University Registrar is committed to providing the highest level of customer satisfaction in all aspects of its operation, which includes:

- Coordinating course, final exams, and classroom scheduling
- Overseeing transfer credit, residency reclassifications, and student registration
- Managing grades and degree audits
- Maintaining students' permanent academic records
- Data custody, management, analytics, and reporting
- Producing and managing university ID cards
- Administering academic regulations and records policy (including federal FERPA law) compliances
- Enabling and executing functional oversight of adequate student records systems
- Preparing functional documentation and conducting records management training
- Managing veterans and athlete certifications
- Producing official transcripts, enrollment certifications, diplomas, and graduation verifications
- Servicing inquiries from a wide range of university and external stakeholders and customers

Detailed information on the Office of the University Registrar's services is published throughout this catalog.