

OFFICE OF ACADEMIC SERVICES AND THE REGISTRAR

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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 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.

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.