Currently enrolled Avila students are provided with an Avila email address. Official correspondence from the Registration and Student Records Office (RSRO) is sent only to the student's Avila email address to help prevent identity theft. Students are responsible for routinely checking their Avila email account. Timely information regarding course schedules, drop/adds, enrollment, grades, graduation and student issues are sent directly to students via the Avila email address. For help with your Avila email account, contact the Information Technology Services Help Desk at 501-2900.

The following are links with useful information, deadlines and policies that you may need to know.

- Academic Advising Dates for Traditional Undergraduates are listed in the Academic Calendar. Advantage and Graduate Students should check with their respective program office.
- Academic Advisors List
- Academic Calendar lists important dates most students need to be aware of.
- MyAU - View your personal contact info, grades, course schedule, financial account and more.
- Change of Contact Info - Submit changes by completing a form
- GR Change of Major, Concentration or Advisor
- UG Change of Degree, Major, Minor, Concentration, Catalog Year, Program or Advisor form
- Complete Withdrawal Reason form
- Cancellation and Withdrawal of Enrolled Courses
- Contact list for Academic Programs and Support Units
- Course Schedules - Search for courses using various criteria via MyAU
- Dropping a class - In most cases, you may drop a class via MyAU until the class begins. After that, you must submit a Change of Schedule form to officially drop any class you are enrolled in. Check your MyAU account a few days later to ensure the course has been dropped. Failure to do so may result in a failing grade and/or tuition billing. See Cancellation and Withdrawal policies for deadlines and refund information.
- Enrollment Verification - Most current students with a SSN can print enrollment verification certifications, view enrollment history and enrollment verifications provided, check loan deferments sent to lenders, and real-time information regarding your student loans by logging onto MyAU. Students without a SSN should contact the Registration & student Records Office.
- Exception to Academic Requirement Request form
- Final Exams Schedule for Traditional term
- Grades (midterm & final) are available online via MyAU. Only final grades appear on your transcript. Note: Paper grade reports are only available for tuition reimbursement programs and insurance discounts. To receive a paper grade report, email studentrecords@avila.edu from your Avila email address with specific details - company name, reason for request, your full name and student id number. Grade reports are mailed within two weeks after grades are submitted by the instructor.
- Graduation Application Deadlines for Undergraduates
- Graduation Application Deadlines for Graduate MBA - See advisor
- Graduation Application Deadlines for Graduate Education & Graduate Psychology - See advisor
Other useful information:

» Athletic Eligibility information from [NAIA web site](http://www.naia.org)

» Graduate Programs

» International Students must provide a copy of their visa to the Registrar if not F-1. If F-1 Visa, [click here for Additional Information](http://www.avila.edu/registrar/international/). F-1 Visa students attending Avila University or participating in Optional Practical Training (OPT) must inform Avila University of any changes in name, phone, email, postal address or OPT employer within 10 days of the change. Failure to do so may result in termination of F-1 student status or OPT authorization. [Click here for update form](http://www.avila.edu/registrar/international/)

» Tuition and Fees

» VA Education Benefits at Avila, [Missouri VA web site](http://www.missouri.gov) and [VA main Educational Benefits web site](http://www.va.gov)

Note: Various forms and information pages on this web site are in Adobe PDF format.