



Office
of the
University
Registrar



EMORY

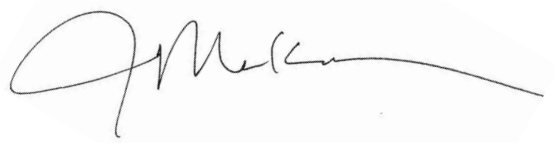


Message from the Associate Vice Provost & *University Registrar*

Dear Emory University Colleagues,

This annual report highlights some of the major activities of the Office of the University Registrar over the last year. Our goal has been to support the educational mission of the university by working with the Emory community to maintain the accuracy and integrity of its educational records, provide quality service, and support innovative systems that enhance academic support. As you review the following pages, it is my hope that you will see our accomplishments in light of that goal.

As we move forward into a new academic year that presents its own opportunities in a changing higher education landscape, we plan to continue to build on our success with “no upper limit” to what we may be able to achieve.



JoAnn McKenzie

Associate Vice Provost and University Registrar



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**THE OFFICE OF THE REGISTRAR AT EMORY UNIVERSITY HAS AS
ITS FUNCTION THE CHARGE AND MISSION TO:**

- Maintain the permanent academic records for all schools of the University including registration (initial and changes), processing grades, recording faculty actions taken, and degrees granted for all students past and present
- Complete and file all Federal and State reports requested relative to matriculated students
- Maintain and produce an academic schedule of classes and related examinations on a term-by-term basis
- Assign classroom space for courses from a given pool of rooms
- Provide, on request, service, and assistance to other administrative users of the Student Information System including assistance with data interpretation and understanding, query programming, and the scheduling and production of reports
- Act as a consultant to all Deans and Faculty committees relative to student records, registration, course offering, degree program auditing, etc.
- Certify, on behalf of the student and as appropriate, attendance, academic performance, and status to outside agencies (for the purpose of loans, discounts, professional examination, etc.)
- Provide an academic transcript service to all current and former students
- Process all degree and certificate applications, order diplomas, set up degree and rank lists, and in general assist the principals in graduation ceremonies
- Assist the Provost and Associate Vice Provost whenever and on whatever deemed necessary

**“The Office of the University Registrar is
ready to meet the service needs of our users
at the level they would expect from
any school of our size and stature.”**

2024/25

Goals & Accomplishments

OUR Strategic University Projects

UNIFIED ACADEMIC CATALOG

The Unified Academic Catalog project at Emory University—originally launched to streamline and unify academic catalogs across all schools—has resumed following a temporary pause due to unforeseen budget cuts. With renewed institutional support and funding, the project is now moving forward.

This initiative aims to deliver a centralized, consistent, and user-friendly academic resource for students, faculty, and staff. By consolidating catalog systems, the unified catalog will enhance academic transparency, support cross-school collaboration, and simplify curriculum navigation.

Key benefits include improved accessibility, greater consistency, operational efficiency, and an enriched student experience.

As Emory prepares for a phased implementation beginning September 3, 2025, the technical team remains focused on delivering a modern solution that reflects the university's commitment to academic excellence. If the timeline proceeds as planned, the unified catalog will launch in March 2026.

UNIFIED CURRICULUM MANAGEMENT SYSTEM

As noted in last year's annual report, the Office of the University Registrar and Emory schools expressed strong interest in adopting a modern curriculum management tool to centralize and streamline curriculum development processes. However, due to a 30% reduction in the Registrar's budget, we were unable to proceed with the purchase. We remain hopeful that this initiative can be revisited in the upcoming academic year.

AUTOMATED GRADE CONVERSION PROCESS FOR INCOMPLETE ("I") GRADES

The Office of the University Registrar is currently developing a new automated system process designed to streamline the handling of Incomplete ("I") grades across all schools. This initiative aims to ensure consistent and timely grade updates for students who do not complete the required coursework by their school's established deadline.

Under this new process, if no action is taken by either the student or the instructor to replace the "I" grade with a final passing grade, the system will automatically convert the "I" to a failing grade. This failing grade will then be permanently recorded on the student's academic record.

To support this transition, the system will include built-in notifications to both students and instructors, serving as timely reminders ahead of the conversion deadline.

This automation is expected to significantly reduce the manual workload for schools and enhance the accuracy and efficiency of grade reporting. The new process is scheduled to go into production in early Spring 2026.

2024/25

Goals & Accomplishments

OUR Strategic University Projects

REPEAT CHECK AND PROCESSING PROJECT

Repeat checking is the process that automatically checks when the student is repeating courses and identifies which repeated courses could be used for credits in the Degree Tracker report. On the enrollment side, it enforces the institution's course repeat policies by not permitting a student or staff member to complete a course enrollment if that enrollment will be violating the policies. On the Degree Tracker report, repeat checking prevents ineligible repeated courses from counting toward the program's total required credits, and from satisfying requirements so staff would not have to manually exclude them from multiple areas.

The Office of the University Registrar began working with Emory College and Goizueta Business School to implement Repeat checking best practices; due to personnel changes in both schools—the project stalled. We hope to reengage with both schools' spring, 2026 which will allow new personnel to settle into their positions.

GIDEON TAYLOR

(GT EFORMS™ FOR PEOPLESOFT)

TRANSFORMING THE USER EXPERIENCE WITHOUT REPLACING PEOPLESOFT

Our investment in PeopleSoft remains strong; however, users continue to face challenges with outdated interfaces, manual tasks, and inefficient workflows that hinder productivity. GT eForms offers a modern, user-friendly experience that enhances efficiency while preserving the robust functionality and security of our existing PeopleSoft environment.

The implementation of Gideon Taylor's technology has delivered measurable benefits and stands out as one of the Office of the University Registrar's most successful automation initiatives. To date, we have developed the following eForms:

- Name Change eForm
- OPUS Access Request eForm

We are creating a working group to identify/prioritize other eForm opportunities for both the OUR and Emory school officials.



Veteran Administration & Government Affairs

Compliance and State Authorization ensures that all functions of the Registrar's Office are conducted in accordance with external regulatory agencies, accreditation standards, and university policies. The department monitors and enforces compliance across a range of academic and administrative processes, helping to safeguard institutional integrity and support accountability in student services and records management.

In addition to its compliance responsibilities, the department leads the administration of Veteran Affairs Education Benefits, Georgia HOPE and Zell Miller scholarship management, and manages all aspects of State Authorization, ensuring the university meets requirements for offering programs across state lines. Looking ahead, Compliance and State Authorization will play an integral part in the development and implementation of a cumulative university catalog—an important initiative aimed at unifying and streamlining academic program information across all colleges and departments.

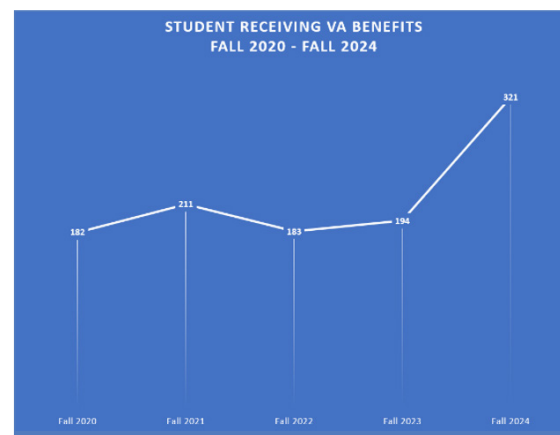


Veteran Affairs Education Benefits

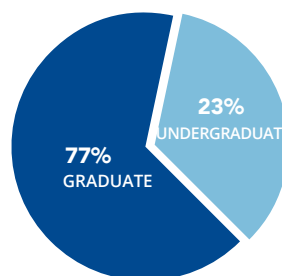
Our team has made significant strides in expanding and enhancing our Veteran Affairs education benefits services over the past year. Most notably, we experienced a 65% increase in the number of students utilizing Veteran Affairs benefits, reflecting both the university's outreach efforts and the growing trust placed in the compliance team by military-affiliated students and their families. This growth required careful coordination and dedication to ensure every student received timely and accurate support.

In addition to student growth, our compliance efforts were validated through a recent audit that resulted in zero significant findings. This outcome speaks to the strength of our internal processes, documentation standards, and our commitment to maintaining full regulatory compliance with Veteran Affairs and institutional policies. It is a testament to the team's professionalism and diligence under increased operational demands.

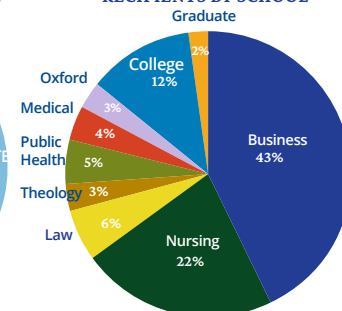
The compliance team achieved a major strategic milestone by helping secure a Memorandum of Understanding (MOU) with the U.S. Department of Veterans Affairs. This agreement now permits the university to access military installations for student recruitment, opening a new and important channel for connecting with active-duty service members and veterans. This accomplishment positions us for continued growth and deepens our commitment to serving the military community.



RECIPIENTS BY CAREER LEVEL



RECIPIENTS BY SCHOOL



STATE AUTHORIZATION

Recent federal regulations require universities to disclose whether their professional licensure programs meet the educational requirements for licensure or certification in each U.S. state and territory. This mandate, aimed at increasing transparency for prospective students, ensures that individuals enrolling in Emory's programs leading to licensure such as MD, Nursing, Law and others, are fully informed about their eligibility based on where they intend to practice. Institutions must make state-by-state determinations and communicate these clearly during the admissions process.

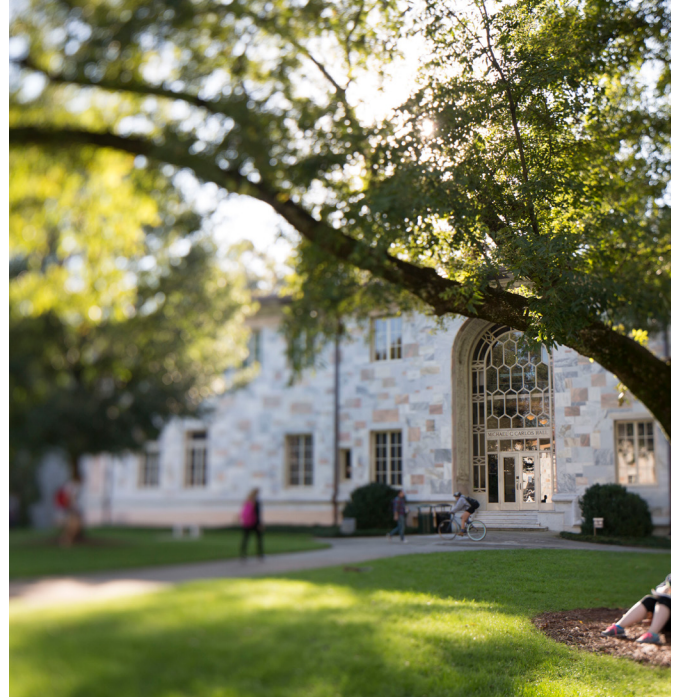
In response to these requirements, our office took the lead in coordinating with individual academic programs to gather the necessary information and make these determinations. This involved extensive research into each state's licensure requirements, close collaboration with program leadership,

and developing a consistent framework for reporting whether a program "meets," "does not meet," or if a determination "has not been made" for each jurisdiction. Our proactive approach ensured that all necessary disclosures were in place and aligned with federal expectations.

To support transparency and streamline the admissions process, we also created a centralized online resource (<https://registrar.emory.edu/about/compliance/distance-education.html>) where prospective students can easily access the licensure determination outcomes for all applicable programs. This tool empowers applicants to make informed decisions based on their professional goals and geographic preferences, while also helping the university maintain compliance with federal disclosure obligations.

2025/26

Academic Year Goals



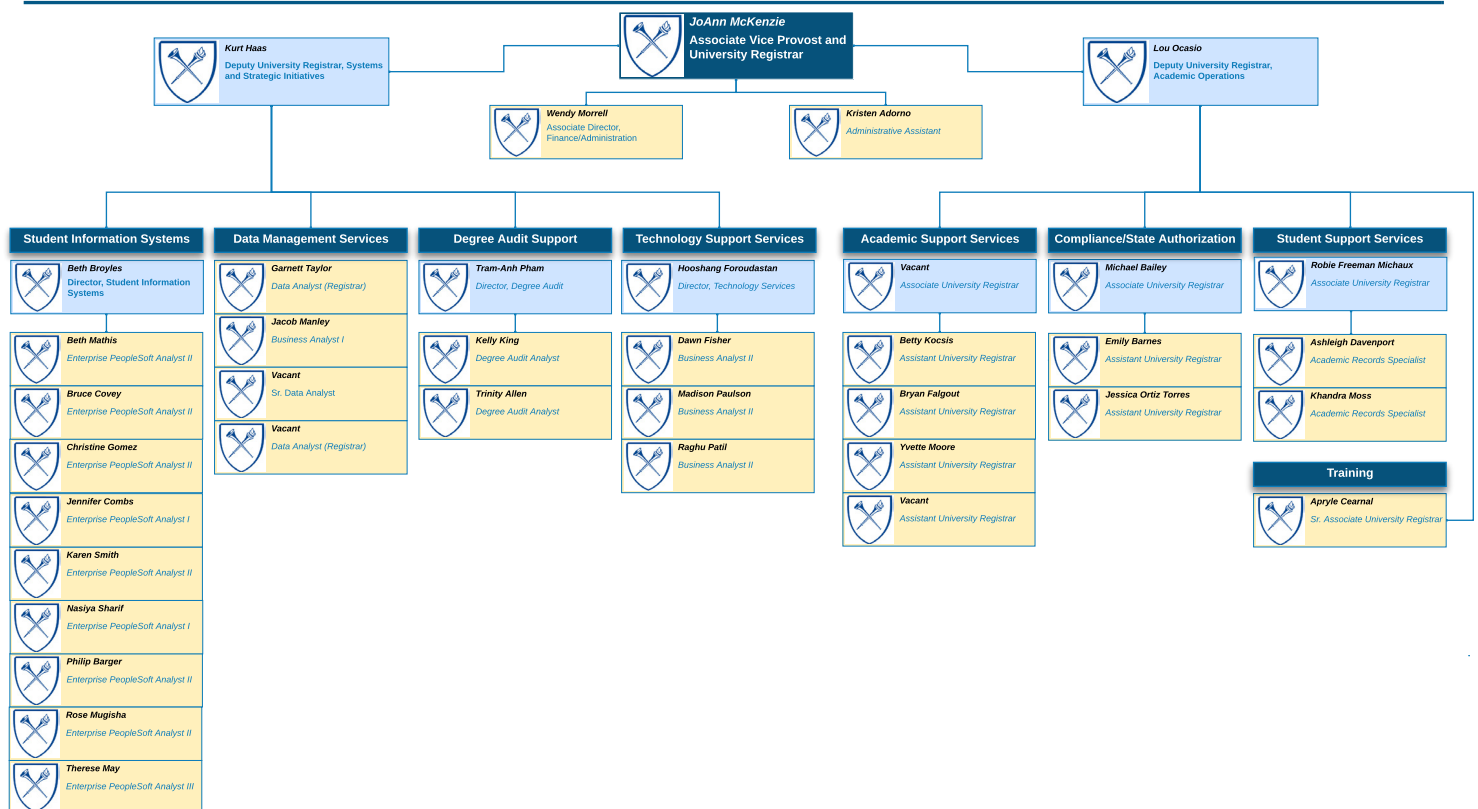
The Office of the University Registrar (OUR) works cooperatively with other entities at the university to use innovative technological solutions to ensure academic policy compliance standards and safeguard student data. The OUR researches and considers potential consequences to determine each new project's viability. System maintenance enhancements are the largest group of projects that the OUR manages and supports and are required to sustain scheduled updates or modifications. Projects surrounding the implementation of new functionality are an additional responsibility of the OUR that is vital to ensuring that the university's services continue to expand and meet all its stakeholders' needs. Currently, the Office of the University Registrar (OUR) is overseeing several projects; the top four projects are:

- Improve Communication Process for Faculty/Staff/Students
- OPUS Security Enhancements (Request Forms)
- Unified Academic Catalog
- Enterprise Resource Planning and Readiness Audit

Office Organization & Core Services

Emory University - Office of the University Registrar

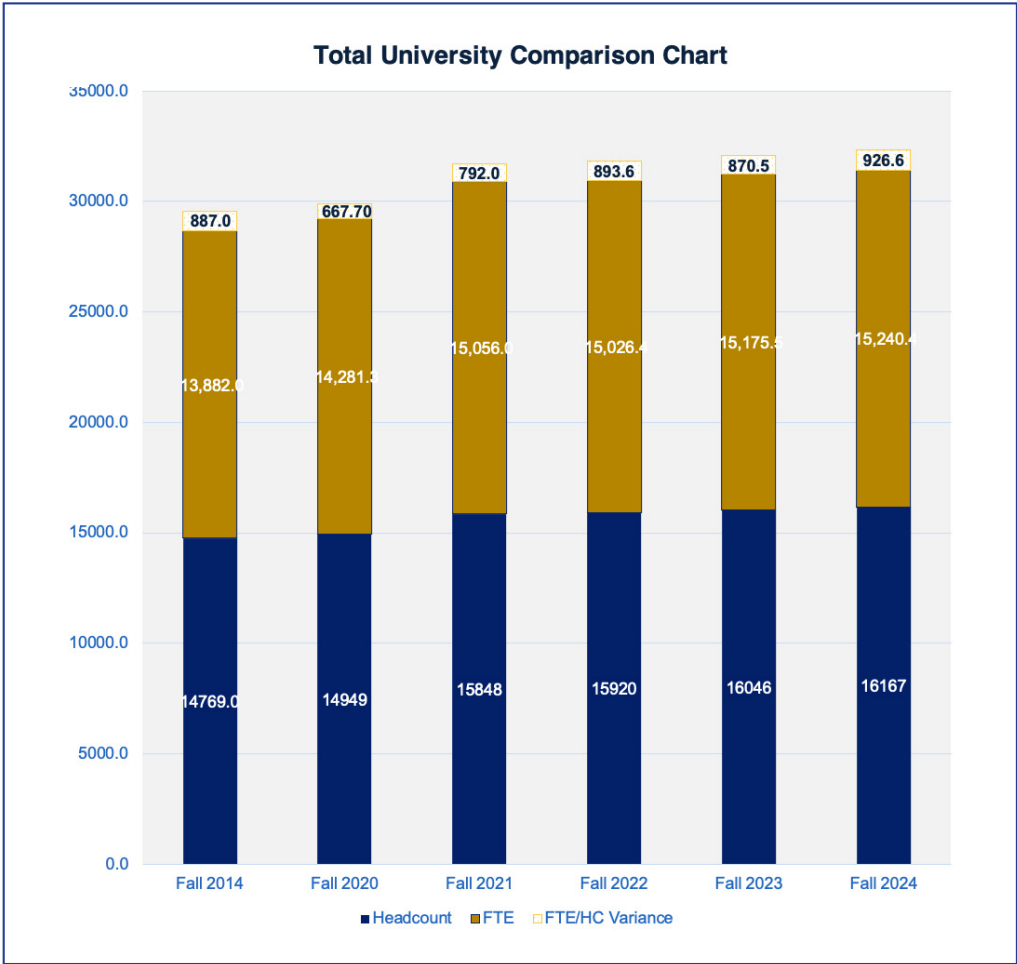
July 30, 2025



By the Numbers

By The Numbers	2020-21	2021-22		2022-23		2023-24		2024-25		Overall
	Value	Value	Change	Value	Change	Value	Change	Value	Change	
Data Requests	374	403	8%	398	-1%	318	-20%	239	-25%	-36%
Verifications Issued	25,209	24,909	-1%	20,630	-17%	16,583	-20%	13,917	-16%	-45%
Transcripts Issued	26,446	26,801	1%	25,742	-4%	24,448	-5%	26,217	7%	-1%
Grades Processed	163,651	174,221	6%	174,308	0%	179,407	3%	181,742	1%	11%
Room Reservations	335	3,361	903%	3,337	-1%	3,960	19%	3,852	-3%	1050%
One-Time-Event Schedule	189	4,278	2163%	3,384	-21%	4,132	22%	4,403	7%	2230%
Classes Scheduled	12,268	12,136	-1%	12,619	4%	13,104	4%	12,986	-1%	6%
Course Curriculum Additions/Changes	2,723	2,409	-12%	3,823	59%	3,021	-21%	3,637	20%	51%
Degrees Awarded	5,000	5,071	1%	5,428	7%	5,188	-4%	5,570	7%	11%
Cross Registration: Incoming (enrolled)	86	82	-5%	73	-11%	66	-10%	73	11%	-15%
Cross Registration: Outgoing (enrolled)	63	63	0%	52	-17%	38	-27%	39	3%	-38%

Enrollment Breakdowns



This chart represents fall enrollment for the period Fall 2020 – Fall 2024. Fall 2014 is provided as a point of reference, to allow for both a ten and five-year overall comparison.

Enrollment Breakdowns

Opening Fall Full-time Equivalent Comparison by Full-time Equivalent
2014 compared with 2020 - 2024

	Fall 2014	Fall 2020		Fall 2021		Fall 2022		Fall 2023		Fall 2024		
	FTE	FTE	Change from 2014	FTE	Change from 2020	FTE	Change from 2021	FTE	Change from 2022	FTE	Change from 2023	Overall Change 2014 to 2024
Allied Health	517.8	495.9	-4%	485.2	-2%	495.2	2%	492.0	-1%	530.9	8%	3%
Business	1,525.3	1,403.5	-8%	1,633.2	16%	1,782.4	9%	2,054.9	15%	2,228.1	8%	46%
College	5,662.8	5,602.9	-1%	5,862.9	5%	5,753.4	-2%	5,693.1	-1%	5,530.7	-3%	-2%
Graduate	1,678.6	1,704.2	2%	1,734.8	2%	1,765.4	2%	1,817.1	3%	1,886.1	4%	12%
Law	956.4	870.3	-9%	898.2	3%	884.0	-2%	861.5	-3%	820.4	-5%	-14%
Medical	591.5	570.9	-3%	612.1	7%	622.7	2%	640.8	3%	646.3	1%	9%
Public Health	1,091.8	1,205.2	10%	1,242.1	3%	1,143.0	-8%	1,007.0	-12%	940.0	-7%	-14%
Nursing	492.8	1,067.3	117%	1,118.9	5%	1,169.9	5%	1,271.6	9%	1,346.2	6%	173%
Theology	416.1	417.8	0%	402.3	-4%	361.4	-10%	364.5	1%	342.4	-6%	-18%
Oxford	948.9	943.3	-1%	1,066.3	13%	1,049.0	-2%	973.0	-7%	969.3	0%	2%
TOTAL	13,882.0	14,281.3	3%	15,056.0	5.42%	15,026.4	-0.20%	15,175.5	0.99%	15,240.4	0.43%	9.32%

HC - Headcount enrollment

FTE - Full-time equivalent enrollment

Opening Fall Enrollment Comparison by Headcount
2014 compared with 2020 - 2024

	Fall 2014	Fall 2020		Fall 2021		Fall 2022		Fall 2023		Fall 2024		
	HC	HC	Change from 2014	HC	Change from 2020	HC	Change from 2021	HC	Change from 2022	HC	Change from 2023	Overall Change 2014 to 2024
Allied Health	557	519	-7%	501	-3%	497	-1%	493.0	-1%	528.0	7%	-11%
Business	1,608	1,512	-6%	1,731	14%	1,884	9%	2,159.0	15%	2,328.0	8%	34%
College	5,703	5,666	-1%	5,901	4%	5,783	-2%	5,730.0	-1%	5,567.0	-3%	0%
Graduate	1,879	1,902	1%	1,931	2%	1,966	2%	2,022.0	3%	2,094.0	4%	8%
Law	987	892	-10%	922	3%	909	-1%	885.0	-3%	842.0	-5%	-10%
Medical	917	635	-31%	818	29%	928	13%	950.0	2%	1,033.0	9%	4%
Public Health	1217	1,283	5%	1,321	3%	1,229	-7%	1,068.0	-13%	976.0	-9%	-12%
Nursing	501	1,108	121%	1,182	7%	1,253	6%	1,341.0	7%	1,406.0	5%	168%
Theology	451	485	8%	474	-2%	422	-11%	425.0	1%	423.0	0%	-6%
Oxford	949	947	0%	1,067	13%	1,049	-2%	973.0	-7%	970.0	0%	3%
TOTAL	14,769	14,949	1%	15,848	6.01%	15,920	0.45%	16,046	0.79%	16,167.0	0.75%	8.65%

HC - Headcount enrollment

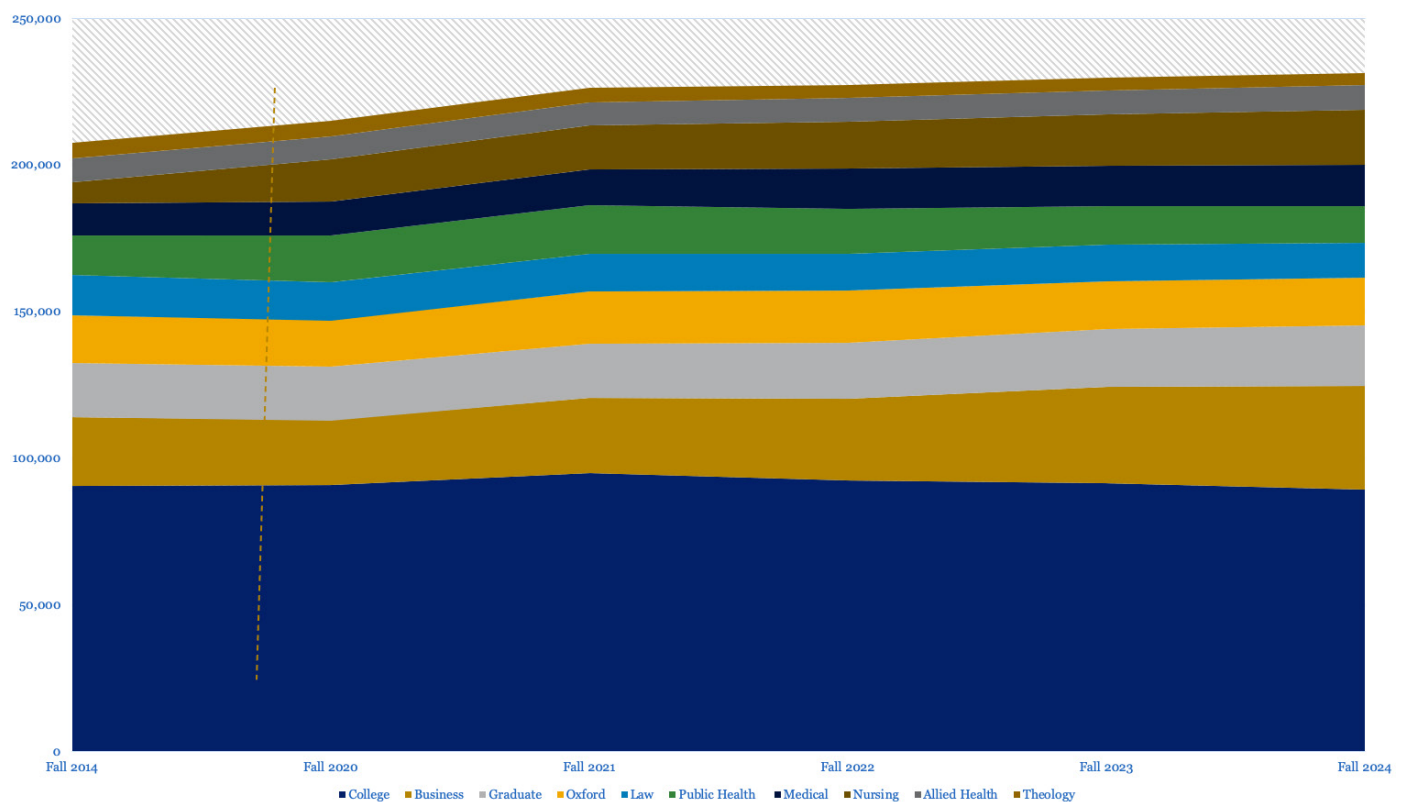
FTE - Full-time equivalent enrollment

The above tables provide breakdowns of enrollment by individual school, in both FTE (upper table) and headcount. The percentages shown in the change columns indicate the percent change in enrollment volume as compared to the previous year, while the overall percentages indicate changes over the last ten years

Enrollment Breakdowns

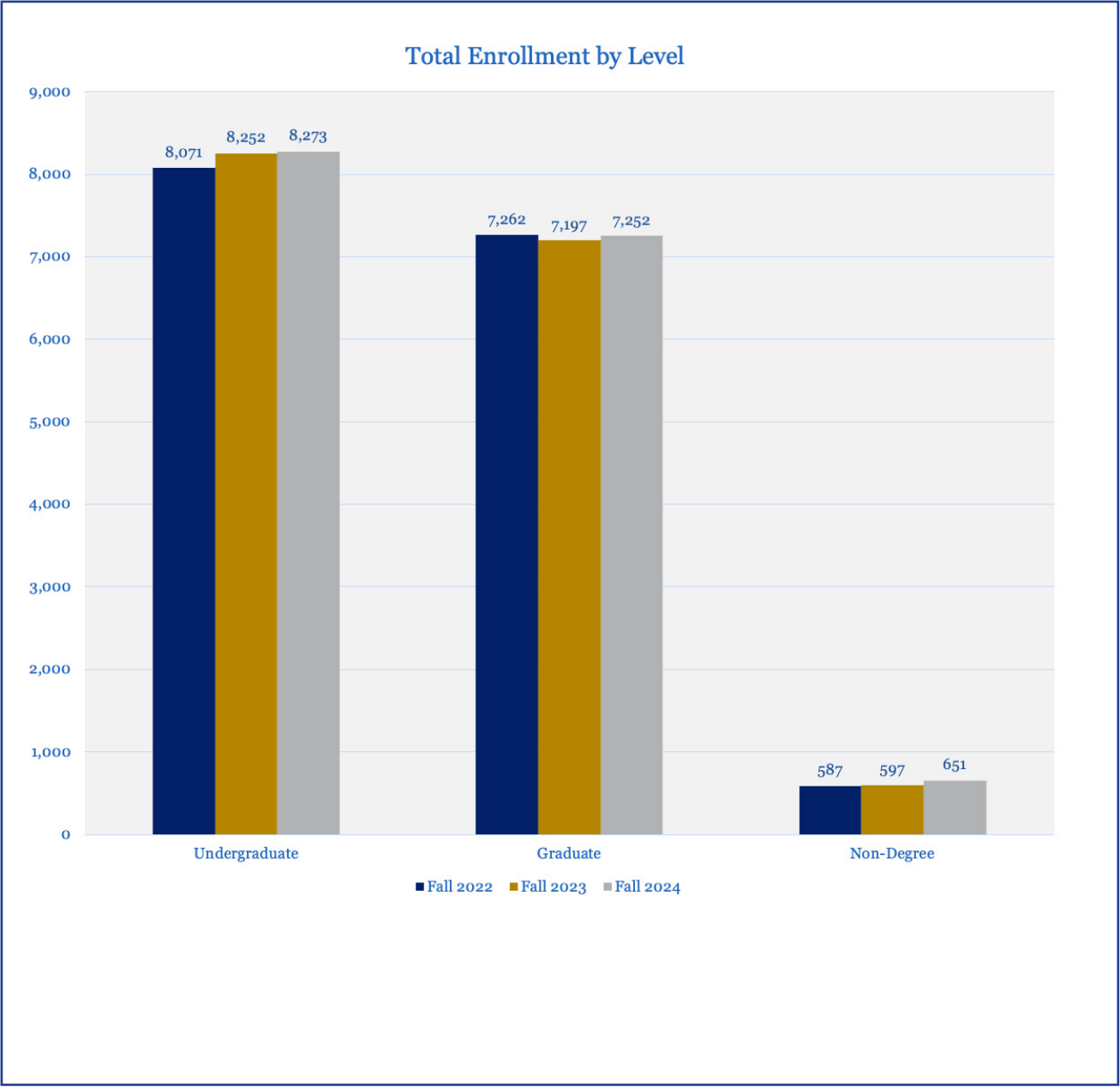
Total Credit Hours Taught by Career

	Fall 2014	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Overall Change 2014 to 2024
	Hours	CH Change from 2014	CH Change from 2020	CH Change from 2021	CH Change from 2022	CH Change from 2023	
Allied Health	8,303	7,825 -6%	7,882 1%	8,115 3%	7,942 -2%	8,443 6%	2%
Business	23,264	22,111 -5%	25,722 16%	27,944 9%	32,834 18%	35,317 8%	52%
College	90,684	90,812 0%	94,922 5%	92,406 -3%	91,622 -1%	89,439 -2%	-1%
Graduate	18,418	18,253 -1%	18,541 2%	19,113 3%	19,612 3%	20,510 5%	11%
Law	13,794	12,840 -7%	13,012 1%	12,762 -2%	12,602 -1%	11,965 -5%	-13%
Medical	11,155	11,583 4%	12,303 6%	13,979 14%	13,875 -1%	14,074 1%	26%
Public Health	13,450	16,028 19%	16,470 3%	15,094 -8%	13,229 -12%	12,434 -6%	-8%
Nursing	7,008	14,561 108%	14,972 3%	15,758 5%	17,444 11%	18,856 8%	169%
Theology	5,364	5,351 0%	5,037 -6%	4,639 -8%	4,592 -1%	4,081 -11%	-24%
Oxford	16,254	15,840 -3%	17,541 11%	17,603 0%	16,104 -9%	16,211 1%	0%
TOTAL	207,694	215,204 3.62%	226,402 5.20%	227,412 0.45%	229,855 1.07%	231,329 0.64%	11%



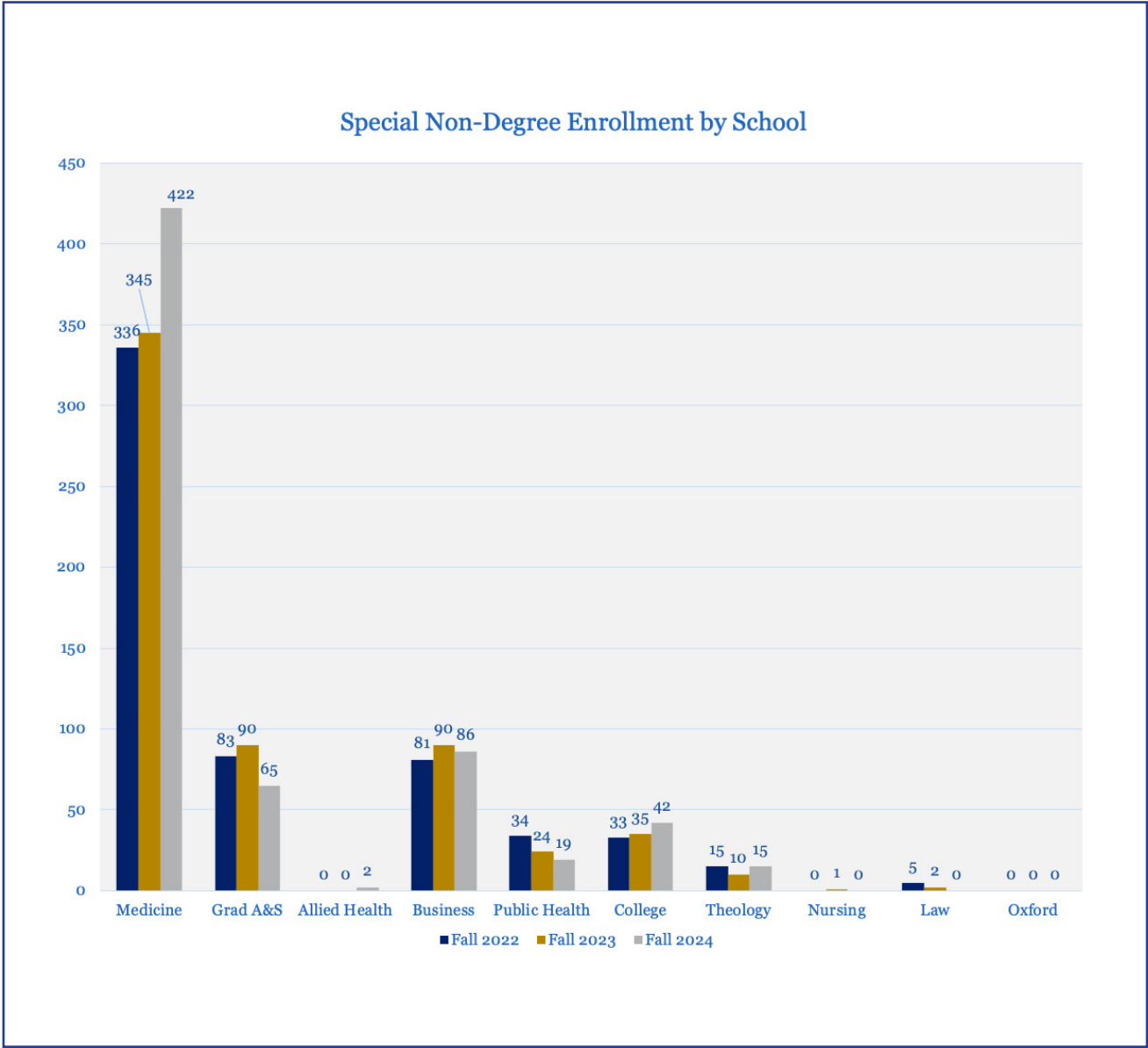
The table above shows total credit hour enrollment by school for the period Fall 2020 – Fall 2024. Fall 2014 is provided as a point of reference, to allow for both a ten and five-year overall comparison. The area chart is meant to illustrate the change in volume over this period.

Enrollment Breakdowns



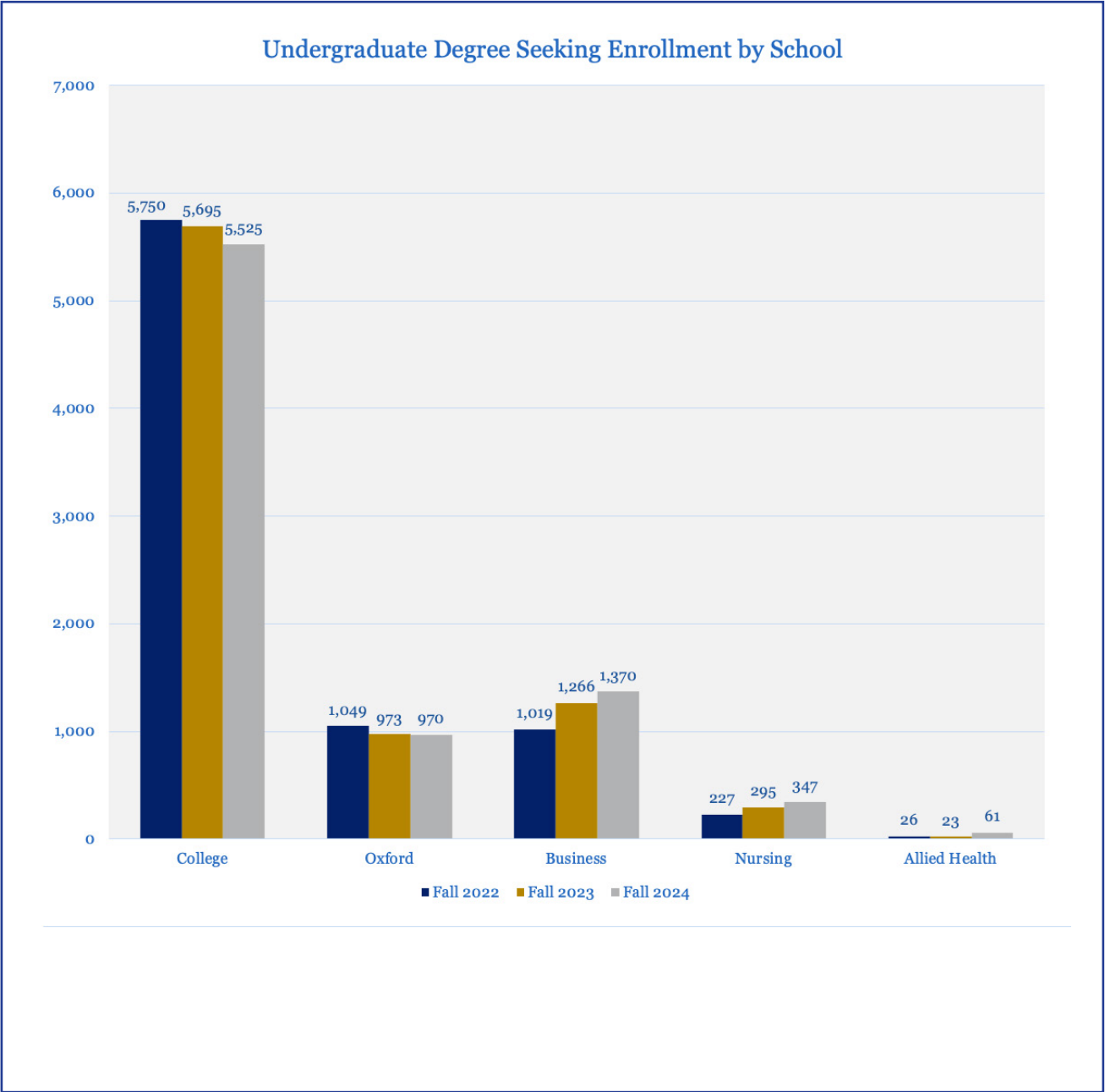
The chart above is provided to illustrate total enrollment headcount for the entire university, broken down by undergraduate, graduate, and non-degree levels. The experience period captured for this visualization is Fall 2022 – Fall 2024.

Enrollment Breakdowns



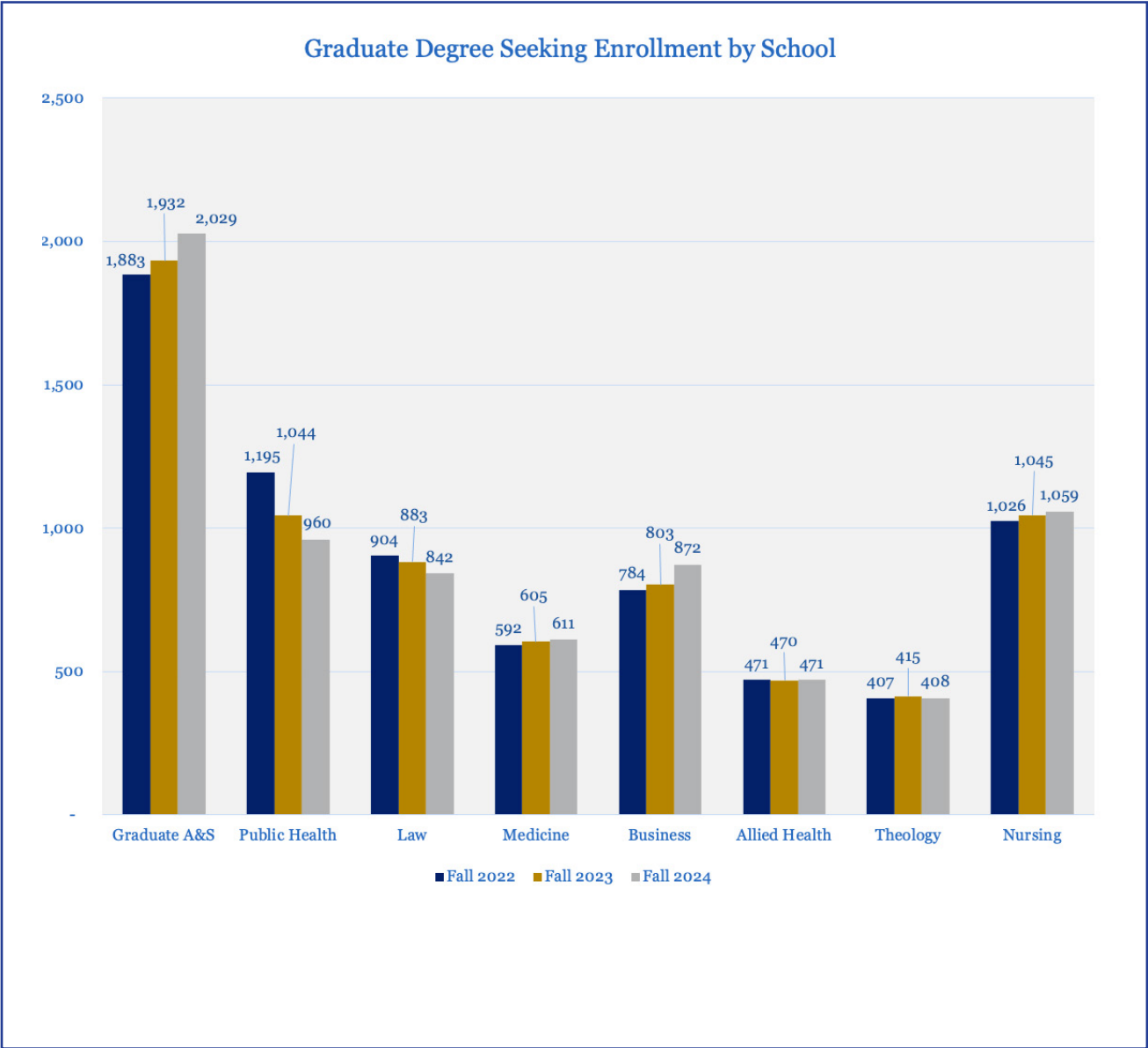
The chart above takes the non-degree aggregate counts, shown in the Total Enrollment by Level chart, and further breaks those down by school.

Enrollment Breakdowns



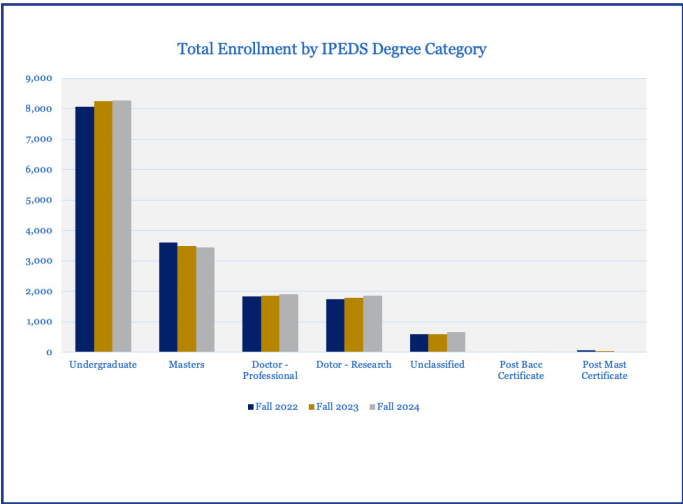
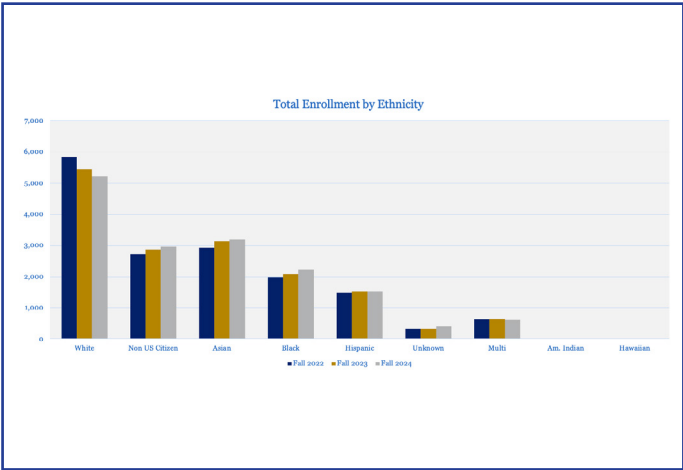
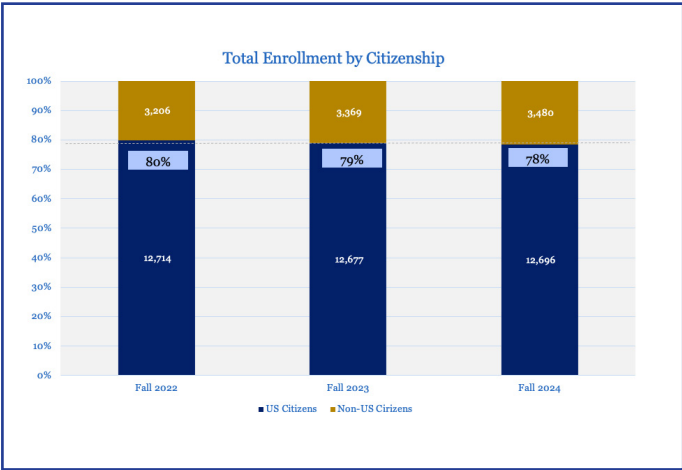
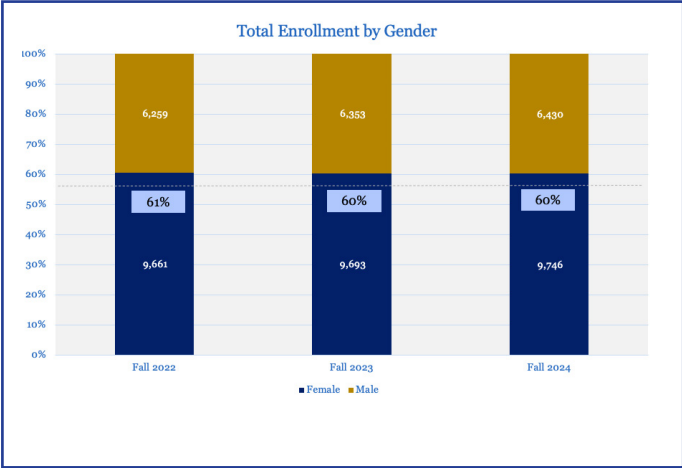
The chart above takes the aggregate undergraduate enrollment counts, shown in the Total Enrollment by Level chart, and further breaks those down by school.

Enrollment Breakdowns



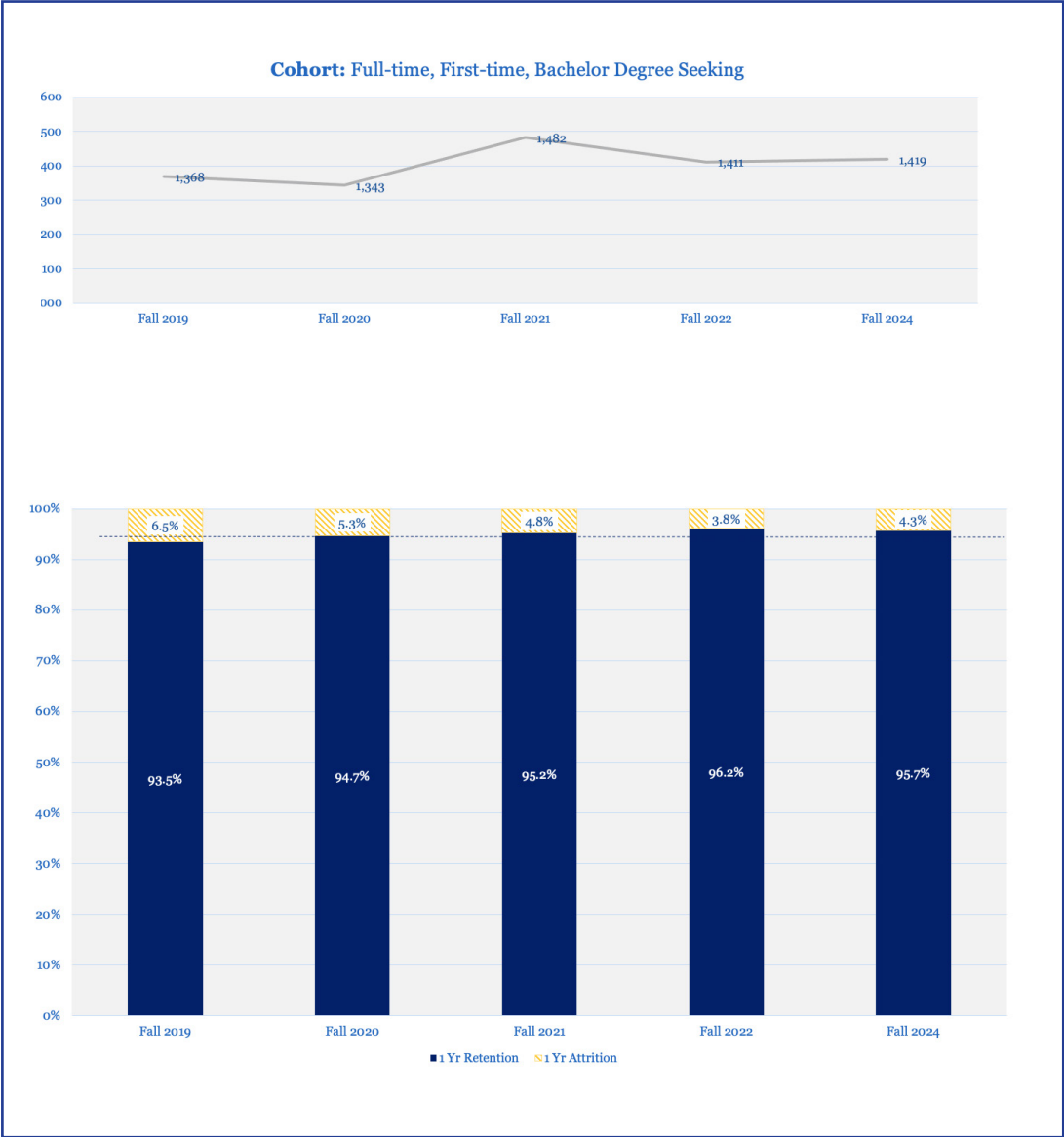
The chart above takes the aggregate graduate enrollment counts, shown in the Total Enrollment by Level chart, and further breaks those down by school.

Enrollment Breakdowns



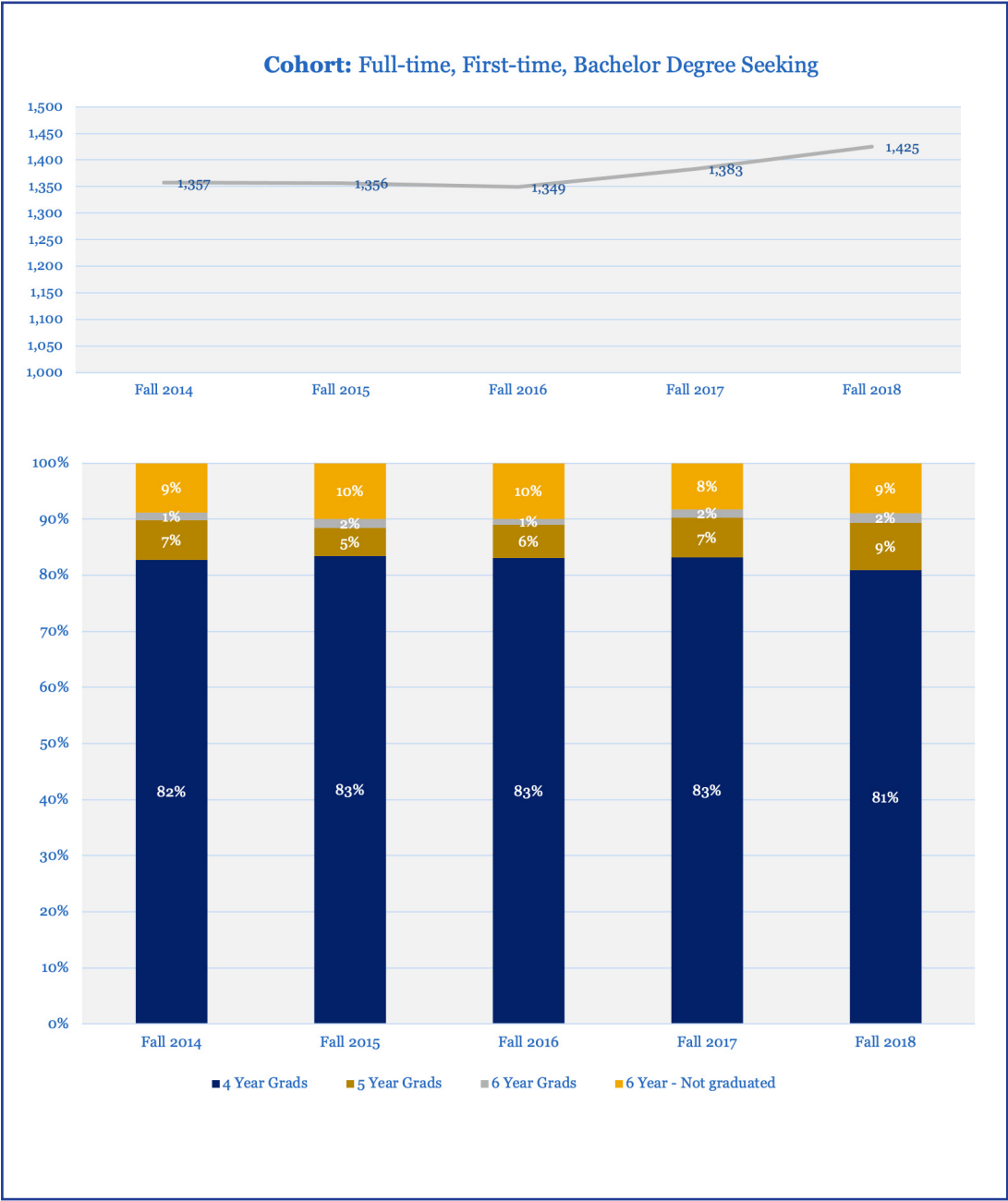
The charts above display the gender, citizenship, full-time/part-time load, ethnicity, and IPEDS category breakdowns of total university enrollment for the experience period Fall 2022 – Fall 2024.

Retention Rates – *Emory College Only*



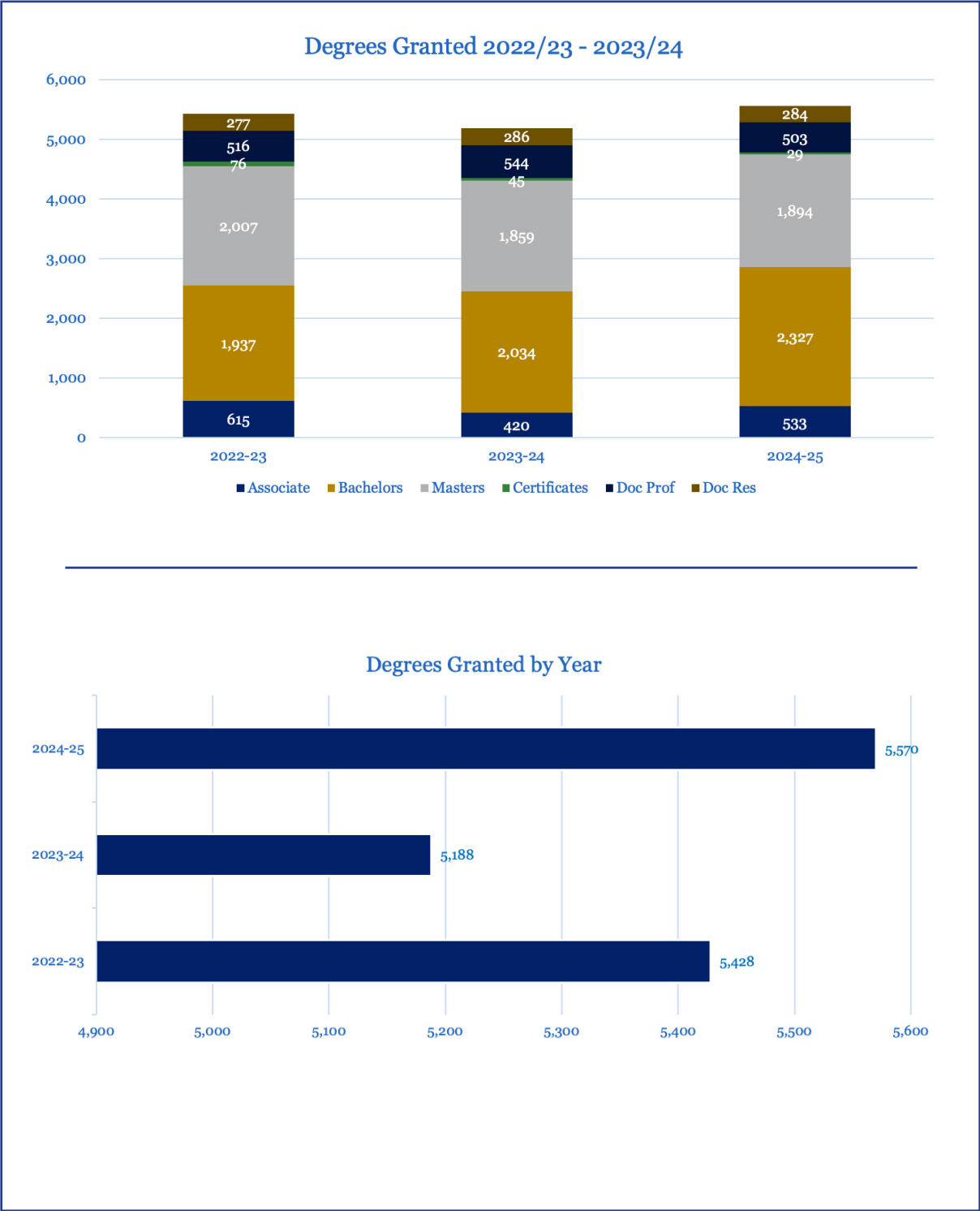
The line graph shown in the uppermost chart presents first-year, full-time, degree-seeking enrollment by year for the period Fall 2019 - Fall 2024. The lower chart reflects 1-year retention and attrition, and the bars are labeled by corresponding cohort. The blue portion of these bars represent the percent of the cohort that persisted beyond their first year of enrollment, while the smaller striped segment of the bars reflects the percentage of students that discontinued or otherwise moved on by attrition.

Graduation Rates — *Emory College Only*



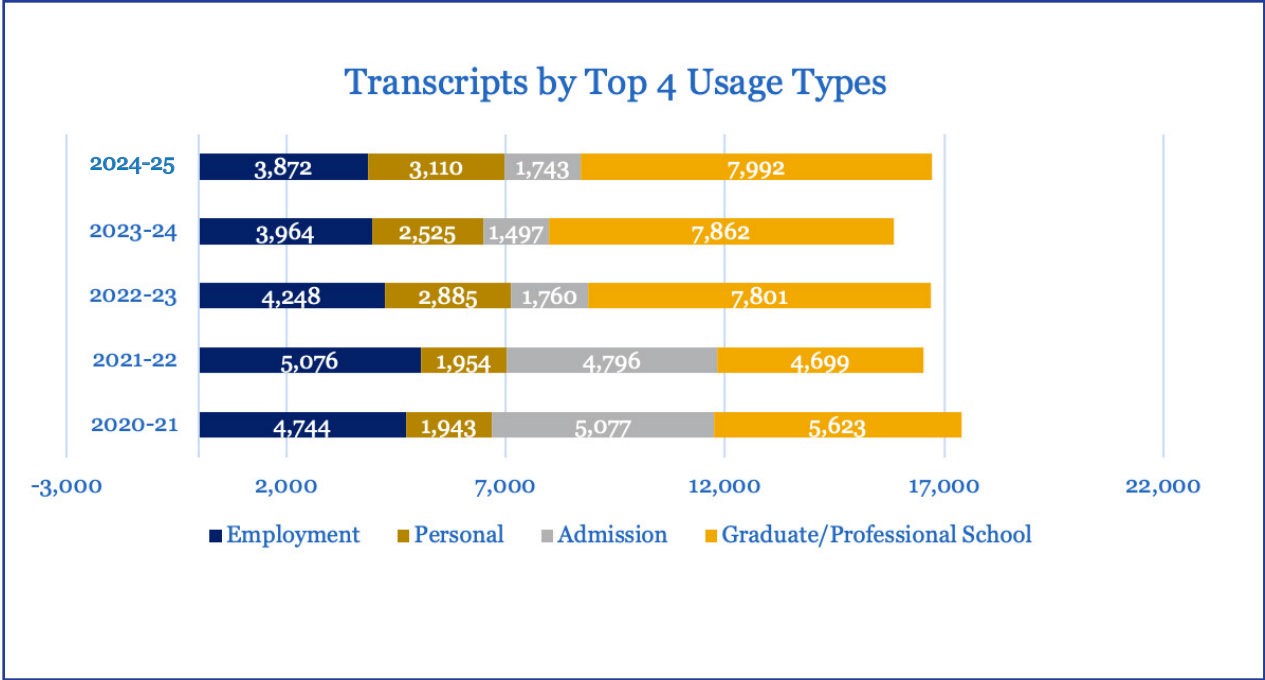
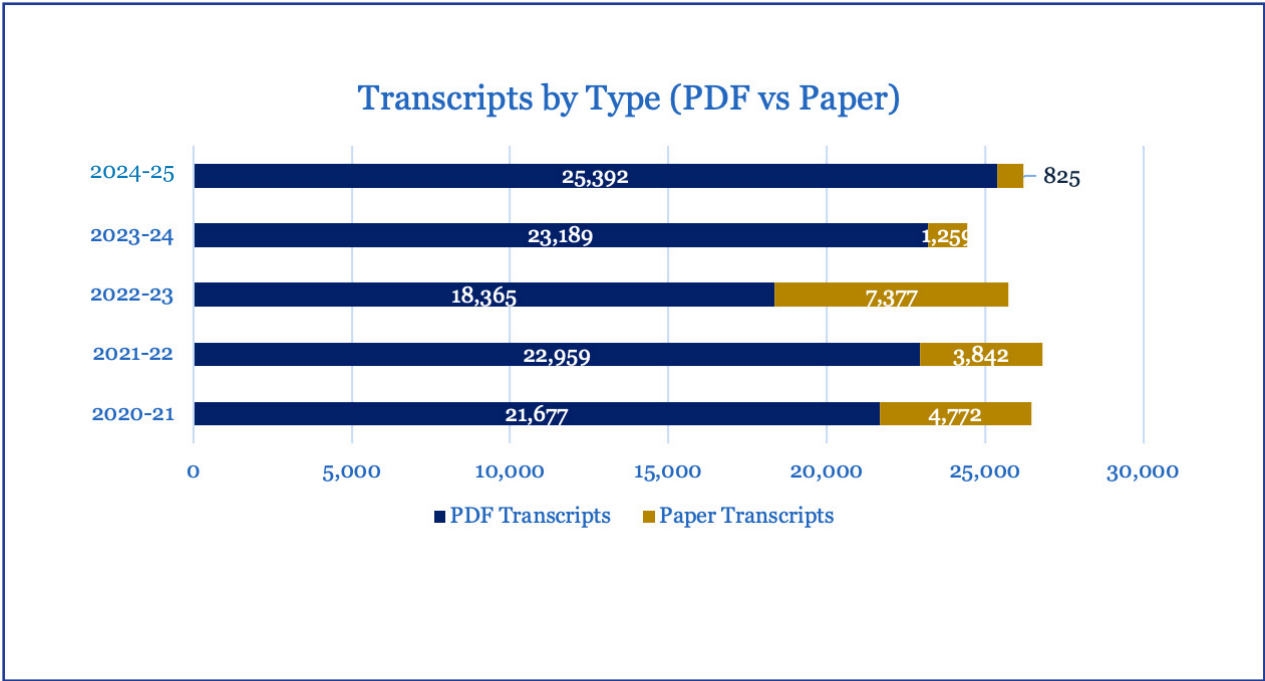
To show four, five, and six-year completion rates for Emory College, we have adjusted the scope of the above charts to present the experience for those cohorts entering Fall 2014 – Fall 2018. Like the previous page, the uppermost table presents first-year, full-time, degree seeking enrollments by incoming cohort. The lower chart reflects four to six-year completion rates in varying shades of blue, as shown in the provided legend. The striped portion of each bar represents the percentage of the cohort that did not complete their course of study within six years of initial enrollment.

Degrees *Granted*



The charts above illustrate the degrees granted by award level.

Transcripts *Processed*

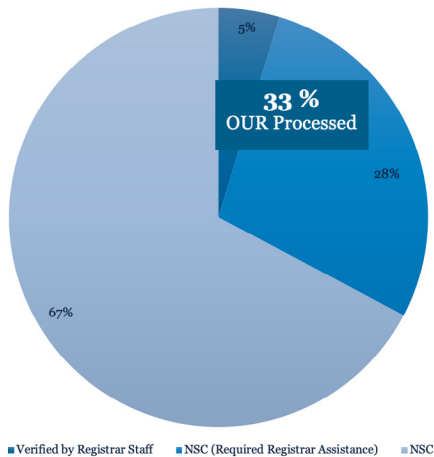


The charts above display the breakdown of total transcript request type (PDF vs. Paper) and by top four requester-reported usage type for the experience period 2020-21 through 2024-25.

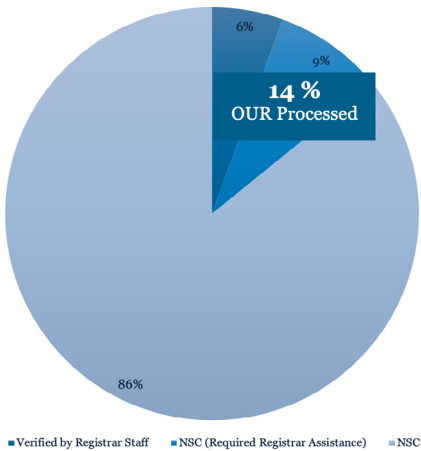
Enrollment/Degree Verifications *Processed*

The charts below show the distribution of enrollment and degree verifications based on request source and staff involvement. The upward trend in NSC transaction indicate our increased optimization of verification services offered via the National Student Clearinghouse.

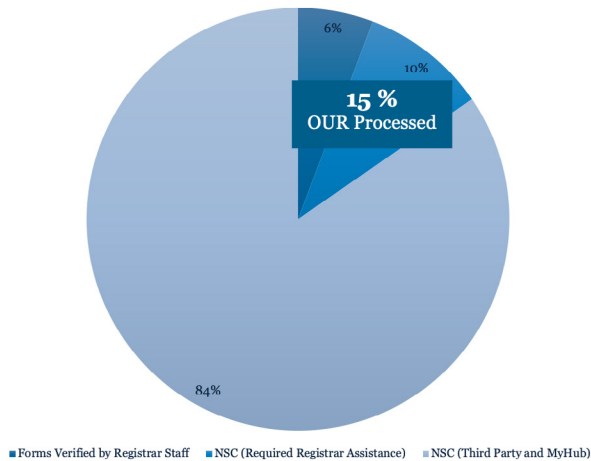
Enrollment/Degree Verifications 2021/22



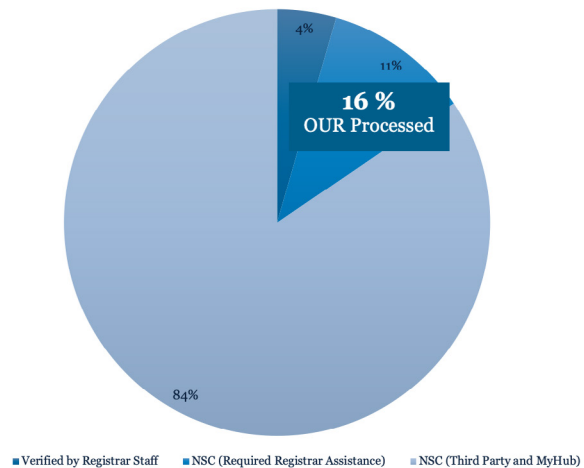
Enrollment/Degree Verifications 2022/23



Enrollment/Degree Verifications 2023/24



Enrollment/Degree Verifications 2024/25





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