**Maintaining Course Catalog**

- **Pre-Publish - RO & Departments**
  - Course proposals (new courses and course changes)
  - Requirements build
  - Requirements attached

**Initial Call - RO Set-Up**
- Build the calendar
- Term roll
- Final exam grid

**Initial Call (Plan Phase) Departments**
- Approx. 4-months to deadline
- What courses?
- When offered?
- Where taught?
- Who teaches?

**RO Set-Up & Review (Room Assignment Phase)**
- Approx. 6-weeks
- Assign classrooms
- Requisites

**Final Call - Departments**
- Approx. 2-weeks to review before deadline

**Final Call - RO**
- Approx. 2-weeks
- Final reviews
- Reserved Sections

**Publish at least 1 month prior to enrollment**
- Repeat for next term

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**Daily and Weekly RO Audits**

**Enrollment**
- Enrollment Management
  - Prior and during enrollment
    - Permissions
    - Reserve sections
    - Priority enrollment

**Post-Enrollment Requisite Check (PERC)**
- Conditional enrollment at time of registration
- Audit of requisite fulfillment prior to term

**Term Begins...**
- Cancel classes with no enrollment