

Office of the Registrar

Hours of Operation: 8am to 6pm Monday – Thursday
8am to 4pm Friday and between terms

Function	Name	Email	Telephone
Address Change	Bennie	bhouck@spsu.edu	678-915-7264
Change of Major	Khandra	kmoss2@spsu.edu	678-915-7280
Cross Registration	Khandra	kmoss2@spsu.edu	678-915-7280
DegreeWorks	Maralee	mclarke@spsu.edu	678-915-3203
General Information	Amy	avasinko@spsu.edu	678-915-4188
Grades	Bennie	bhouck@spsu.edu	678-915-7264
Graduation	Brenda	bfarrell@spsu.edu	678-915-7295
Name or ID Number Change	Bennie	bhouck@spsu.edu	678-915-7264
Petitions to the Faculty	Brenda	bfarrell@spsu.edu	678-915-7295
PIN Number Change or Reset	Brenda	bfarrell@spsu.edu	678-915-7295
	Bennie	bhouck@spsu.edu	678-915-7264
Readmission (been away for awhile)	Bennie	bhouck@spsu.edu	678-915-7264
CPE Test Schedule	Jon	jlindsay@spsu.edu	678-915-7903
Registration Problems	Bennie	bhouck@spsu.edu	678-915-7264
Reinstatement (been dismissed)	Brenda	bfarrell@spsu.edu	678-915-7295
Residency	Lydia	lydia@spsu.edu	678-915-5550
Records Problems	Bennie	bhouck@spsu.edu	678-915-7264
Transcripts	Bennie	bhouck@spsu.edu	678-915-7264
Transfer Credit	Marilyn	mshortri@spsu.edu	678-915-7298
Transient Letters	Bennie	bhouck@spsu.edu	678-915-7264
Verification of Enrollment	Khandra	kmoss2@spsu.edu	678-915-7280
Withdrawals	Bennie	bhouck@spsu.edu	678-915-7264