

**Associate Registrar  
Auburn University**

Direct Link: <https://www.AcademicKeys.com/r?job=194977>

Downloaded On: Dec. 1, 2022 9:28pm

Posted Sep. 20, 2022, set to expire Feb. 2, 2023

|                             |   |
|-----------------------------|---|
| <b>Job Title</b>            | Associate Registrar   |
| <b>Department</b>           | Office of the Registrar   |
| <b>Institution</b>          | Auburn University<br>Auburn, Alabama  |
| <b>Date Posted</b>          | Sep. 20, 2022   |
| <b>Application Deadline</b> | Open until filled   |
| <b>Position Start Date</b>  | Available immediately   |
| <b>Job Categories</b>       | Associate/Assistant Director  |
| <b>Academic Field(s)</b>    | Enrollment Management/Registrar   |
| <b>Job Website</b>          | <a href="https://www.auemployment.com/postings/32624">https://www.auemployment.com/postings/32624</a> |
| <b>Apply By Email</b>       |   |
| <b>Job Description</b>      |   |

**The Office of the Registrar is seeking candidates for an Associate Registrar position.**

Under general direction of the University Registrar, oversees the daily operations of the Office of the Registrar including, but not limited to, all student registration processes, academic honesty violations ,transcript functions, class scheduling, and graduation. Primarily responsible and accountable for the security and integrity of all electronic student records which exist within the Banner Student Information System.

**To learn more about the Office of the Registrar, please visit:**  
<https://www.auburn.edu/administration/registrar/index.php>

**About Auburn:** At Auburn, our work changes lives. Ranked by U.S. News and World Report as a premier public institution, Auburn University is dedicated to shaping the future of the people of



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Alabama, the nation, and the world through forward-thinking education, life-enhancing research, scholarship, and selfless service. Auburn is nationally recognized for its commitment to academic excellence, community outreach, positive work environment, student engagement, and thriving community.

**Why employees choose Auburn:** Auburn University was named by Forbes Magazine as one of the state of Alabama's best employers, with employees staying an average of ten years. Employees enjoy competitive benefits that include top-notch health insurance, generous retirement plans, tuition assistance for employees and dependents, flexible spending accounts, and more!

Learn more about Auburn's impact, generous employee benefits, and thriving community by visiting [aub.ie/working-at-auburn](http://aub.ie/working-at-auburn).

**Our Commitment:** Auburn University is committed to a diverse and inclusive campus environment. Visit [auburn.edu/inclusion](http://auburn.edu/inclusion) to learn more about our commitment to expanding equity and inclusion for all.

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact