

DEADLINES CALENDAR 2016-2017

Last Updated 06/21/16

SUMMER 2016

- April 7 **Summer Registration** begins for Graduate Mail-in and WebAdvisor
- May 2 Email to faculty regarding Undergraduate and Graduate **preliminary class rosters** and **final teaching verifications** on WebAdvisor
- June 1 Undergraduate and Graduate **electronic September graduation applications** due

FALL 2016

- July 15-September 9 WebAdvisor Undergraduate **Add/Drop period**
- July 18 **Fall Registration** begins for Graduate Mail-in and WebAdvisor
- August 29 Email to faculty regarding Undergraduate and Graduate **preliminary class rosters** and **final teaching verifications** on WebAdvisor
- August 29 **Fall registration** ends for Graduate WebAdvisor
- September 6 Undergraduate **electronic January graduation applications** due for class of 2017
- September 7 Graduate **electronic January graduation applications** due
- September 7 Undergraduate **grade reports** for **Summer** are mailed to home addresses. Graduate and Undergraduate official grade reports are also available on WebAdvisor.
- September 15 Email to faculty regarding Undergraduate and Graduate **final rosters**. Undergraduate and Graduate **final roster verification forms** due to Records on September 22 by 4:30 pm.
- September 15 **Final enrollment** figures for **Fall** available to Undergraduate Chairs/Deans/Vice Presidents upon request.
- September 22 **Final roster verification** forms due to Records by 4:30 pm. Records mails notices to students improperly registered.
- September 23 Undergraduate **May graduation applications** due for class of 2017
- October 3 WebAdvisor **Midterm grading** for Undergraduates opens; email to faculty regarding Undergraduate midterm grading instructions

October 3-10	Recommended time period for <u>Undergraduate</u> Midterm exams
October 4	Last day to withdraw from Fall <u>Graduate first Eight-Week Session</u> course with a grade of "W"
October 14	Mid-semester holiday – no <u>Undergraduate</u> classes. <u>Undergraduate Midterm grades due via WebAdvisor by 3:00 pm.</u> WebAdvisor Grading closes at 3:00 pm. Midterm grades available to students on WebAdvisor as submitted.
October 19	Spring Registration for <u>Class of 2017</u> via WebAdvisor
October 19	Students and faculty can access Spring Undergraduate schedules on WebAdvisor: Registration, My class schedule (Students), My Advisees (Faculty)
October 20	Spring Sixth Course Registration for approved <u>Seniors</u>
October 21	Last day to withdraw from Fall <u>Executive MBA Ten-Week Session</u> course with a grade of "W"
October 26	Spring Registration for <u>Class of 2018</u> via WebAdvisor
November 2	Spring Registration for <u>Class of 2019</u> via WebAdvisor
November 9-10	Spring Registration for <u>Class of 2020</u> via WebAdvisor
November 11	Last day to withdraw from an <u>Undergraduate</u> Fall course with a grade of "W"
November 14-January 20	WebAdvisor <u>Undergraduate</u> Add/Drop period
November 15	Spring Registration begins for <u>Graduate</u> Mail-in and WebAdvisor
November 16	Initial enrollment figures for Spring available to <u>Undergraduate</u> Chairs/Deans/Vice Presidents upon request
November 22	Last day to withdraw from a <u>Graduate</u> Fall course with a grade of "W"
November 22	Thanksgiving holiday begins after last class
November 28	Classes resume
November 28	Last day to withdraw from Fall <u>Graduate second Eight-Week Session</u> course with a grade of "W"
December 1	Email to faculty regarding final fall grading instructions

December 9	Last day to withdraw from Fall <u>Executive MBA Five-Week Session</u> course with a grade of "W"
December 14-22	<u>Undergraduate</u> final exams
December 19-22	<u>Graduate</u> final exams
December 22	*** Final grades <u>due via WebAdvisor by 3:00 p.m.</u> for exams given through December 17.*** Final grades available to students on WebAdvisor.
December 23-January 2	Christmas holiday. Records Office closed.
<u>SPRING 2017</u>	
January 3	Records Office reopens. All remaining Fall grades <u>due by noon.</u> WebAdvisor Grading closes <u>at noon.</u>
January 4	Email to faculty regarding <u>Undergraduate</u> and <u>Graduate</u> preliminary class rosters and final teaching verifications on WebAdvisor
January 9	Spring registration ends for <u>Graduate</u> Mail-in and WebAdvisor
January 11	<u>Undergraduate</u> grade reports for Fall are mailed to home addresses. Graduate and Undergraduate official grade reports are also available on WebAdvisor.
January 16	Martin Luther King, Jr. Day – University closed
January 26	Email to faculty regarding <u>Undergraduate</u> and <u>Graduate</u> final rosters on WebAdvisor. Undergraduate and Graduate final roster verification forms <u>due to Records on February 3 by 4:30 pm.</u>
January 26	Final enrollment figures for Spring available to <u>Undergraduate</u> Chairs/Deans/Vice Presidents upon request
February 3	Final roster verification forms <u>due to Records by 4:30 pm.</u> Records mails notices to students improperly registered.
February 3	Last day to withdraw from Spring <u>Executive MBA Five-Week Session</u> course with a grade of "W"
February 10	Last day to withdraw from Spring <u>Graduate first Eight-Week Session</u> course with a grade of "W"
February 20	WebAdvisor Midterm grading for <u>Undergraduates</u> opens; email to faculty regarding Undergraduate midterm grading instructions

February 20-27	Recommended time period for <u>Undergraduate</u> Midterm exams
February 27	Summer Registration begins for <u>Undergraduate</u> Mail-in and WebAdvisor.
March 3	<u>Undergraduate</u> Midterm grades due via WebAdvisor by 3:00 pm. WebAdvisor Grading closes at 3:00 pm. Midterm grades available to students on WebAdvisor as submitted.
March 6-12	<u>Undergraduate</u> and <u>Graduate</u> Spring Break
March 22	Fall Registration for <u>Class of 2018</u> via WebAdvisor
March 22	Students and faculty can access Fall <u>Undergraduate schedules</u> on WebAdvisor: Registration, My class schedule (Students), My Advisees (Faculty)
March 29	Fall Registration for <u>Class of 2019</u> via WebAdvisor
March 30	Last day to withdraw from an <u>Undergraduate</u> Spring course with a grade of "W"
April 5	Fall Registration for <u>Class of 2020</u> via WebAdvisor
April 7	Last day to withdraw from Spring <u>Graduate second Eight-Week Session</u> course with a grade of "W"
April 10	Summer Registration begins for <u>Graduate</u> Mail-in and WebAdvisor
April 11	Initial enrollment figures for Fall available to <u>Undergraduate</u> Chairs/Deans/Vice Presidents upon request
April 13-16	<u>Graduate</u> Easter Break
April 13-17	<u>Undergraduate</u> Easter Break
April 17	<u>Graduate</u> classes resume
April 18	Last day to withdraw from a <u>Graduate</u> Spring course with a grade of "W"
April 18	<u>Undergraduate</u> classes resume
April 18	Email to faculty regarding final spring grading instructions
April 21	Last day to withdraw from Spring <u>Executive MBA Ten-Week Session</u> course with a grade of "W"

- May 2, 3, 8, 11 Graduate final exams
- May 3-11 Undergraduate final exams
- May 16 *****Final grades due via WebAdvisor by noon** for all students, especially those graduating in May.*** WebAdvisor **Grading closes at noon**. Final grades available to students on WebAdvisor.
- May 25 Undergraduate grade reports for **Spring** are mailed to home addresses. Graduate and Undergraduate official grade reports are also available on WebAdvisor.