

## Important Dates for Faculty and Staff

2017 18

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Calendars are subject to change. Dates and events are added or changed as information becomes available.

Date	Term	Event
<b>August</b>		<b>2017</b>
1	Fall 2017	Last day to apply for fall <a href="#">graduation</a> .

Date	Term	Event
25	Fall 2017	Last day to receive a 25% refund for a complete withdrawal.*
<b>November</b>		<b>2017</b>
6	Fall 2017	Last day to withdraw from classes.
17	Fall 2018	Edits due in Banner. All <a href="#">special requests</a> due at this time.
22	Fall 2017	Thanksgiving Recess begins at noon. University is open until 5

Date	Term	Event
12	Spring 2018	Classes resume; <a href="#">Midterm grades are due.</a>
12	Fall 2018	<a href="#">Registration begins at 8 a.m.</a>
16	Spring 2018	Deadline for final exam special requests.
19	Spring 2018	Last day to withdraw from classes.
<b>April</b>		<b>2018</b>
15	Spring 2018	Fee request deadline.
23 26	Spring 2018	<a href="#">Final exams.</a>
25	Spring 2019	Course Offerings rolled
28	Spring 2018	Semester Ends and <a href="#">Commencement</a> ceremonies held.
30	Spring 2019	Schedule available to departments to review and edit in Banner.
<b>May</b>		<b>2018</b>
1	Spring 2018	<a href="#">Grades due at noon.</a>
7	Summer I 2018	Session begins at 8 a.m.; Tuition and fees due.
11	Summer I 2018	Registration closes. Departmental clean up day. This day is provided after the official drop and add period for department held.
14	Summer I 2018	

Date	Term	Event
26	Spring 2019	Final review edits are due. All signed working reports are due to the Registrar's Office regardless of changes. Please make edits (in red) on the working report.
<b>August</b>		<b>2018</b>
1		Last day to apply for fall graduation.
17	Summer II 2018	Session ends.
21	Summer II 2018	Grades due at noon.

### **Adding classes late**

Approval to add a course after the drop/add period must be obtained from the instructor. A \$100 late fee will be assessed per course if at least one course has not been registered prior to the end of the drop/add period.

### **Drop**

During open registration, students may drop one or more courses for 100% refund and the record of the class will not show on their transcript. Beginning the day after registration closes, students may no longer drop a course. Students now must "withdraw" to officially stop taking a course.

### **Partial withdrawal**

A partial withdrawal means withdrawing from one or more courses but NOT the entire schedule. A "W" appears on the transcript for each course withdrawn. A "W" does not affect the grade point average.

### **Complete withdrawal**

A complete withdrawal means withdrawing from all courses for the rest of the term. A "W" appears on the transcript for each course withdrawn. A "W" does not affect the grade point average.

### **Exception**

If a class does not meet for the first time until after the last day to register then the student has a 24 hour grace period to drop the course for a full 100% refund. After that, a student must withdraw to officially stop taking the course.

### **Caution**

Depending on the dates, students may receive a partial refund of tuition; however, even if they have not paid anything, they are still financially responsible for their tuition.