

ACADEMIC CALENDAR

FEBRUARY 2018

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for spring Semester 2018. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

January 30 – April 6*

Course Withdrawal: Students may withdraw from a course and receive a “W” grade via S.C.O.T.S.

*Or date established by the University for courses with special start/end dates.

February 2 Office of Records and Registration to distribute to the faculty **grade reports** of enrolled students who have “I” or “R” grades on their academic record.

February 5 **Deadline** for individuals anticipating graduation at the completion of Spring Semester, 2017, **to submit a graduation application on S.C.O.T.S.** \$100.00 fine assessed for any received after this date.

February 6 Faculty to **email adjustments to class rosters to Records and Registration prior to 12:00 Noon.**

February 7 Office of Records and Registration to provide advisors, chairpersons and deans with **80/40 hour review report.**

February 19 **Last day** for students **to complete work in which “I” grades have been earned** (from the prior semester). Work not completed by this date will result in an “F” grade unless an extension of time has been granted by the Registrar to enable the student to complete the work.

February 22 Last day to Withdraw for Part of Term A (Dates of Term 01/22/2018 to 03/09/2018)

February 23 Faculty to return to the Office of Records and Registration grade sheets for students with “I” or “R” grades.

February 24 Admitted Student Day (Time TBA)

ACADEMIC CALENDAR

MARCH 2018

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January 30 – April 6*

Course Withdrawal: Students may withdraw from a course and receive a “W” grade.

*Or the date established by the University for courses with special start/end dates.

March 12 **Spring Break Begins**

March 17 **MIDTERM**

March 19 **Spring Break Ends. Classes Resume at 8:00 AM**

March 19 Part of Term B Classes Begin

March 20 Office of Records and Registration to provide faculty with **midterm grading instructions and instructions for midterm enrollment verification** and activate grading on S.C.O.T.S.

March 20 **Last day to ADD or DROP (Part of Term B) course in person by 4:30 PM/ on S.C.O.T.S by 11:59 PM**

March 24 Admitted Student Day (Time TBA)

March 27 Faculty to post midterm grades and lapsed attendance notations on S.C.O.T.S. prior to 3:00 PM. **Midterm grading via S.C.O.T.S. disabled at 3:00 PM.**

March 29 Office of Records and Registration to send lapsed attendance notices to select students.

March 29 **Midterm grades** distributed to advisors and available on S.C.O.T.S.

ACADEMIC CALENDAR

APRIL 2018

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April 4 – 23 **Class Scheduling for Fall 2018 (201910) Semester Begins.** Consult S.C.O.T.S. for specific dates and times.

April 6 Last date for students to withdraw with a “W” grade.*

Note: Withdrawal after this date will be authorized by the Dean of the student’s major only if it has been judged that extenuating circumstances justify the withdrawal. If such a withdrawal is authorized the student will receive a “W” grade.

*Or the date established by the University for courses with special start/end dates.

April 7 Admitted Student Day (Time TBA)

April 7 – May 4 **Extenuating Circumstance Withdrawal Period**

April 10 – April 11 **Graduation Fair** – Pogue Student Center 12:00 to 6:00 PM

April 14 **Spring Open House Main Campus**

April 19 Last day to Withdraw from a Course Part of Term B (Dates of term 03/19/2018 to 05/04/2018)

ACADEMIC CALENDAR

MAY 2018

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for spring Semester 2018. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

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| May 4 | Last day of class for all 1 st Semester courses. |
| May 7 | Final Exam Period Begins |
| May 8 | Office of Records and Registration to provide faculty with final grading instructions and activate faculty grading on S.C.O.T.S. |
| May 11 | Semester Ends. |
| May 12 | Commencement. |
| May 15 | Faculty to post final grades on S.C.O.T.S. prior to 3:00 PM. Final grading via S.C.O.T.S. disabled at 3:00 PM. |
| May 16 | Final grades available on S.C.O.T.S. |
| May 17 | <u>Academic</u> Warning, Probation and Suspension letters mailed/emailed to students. |

ACADEMIC CALENDAR SPRING SEMESTER 2018

First Day of Class	Monday	January 22
Last Day to Add/Drop a Course* (In Person @ Hamilton Hall)	Monday	January 29
Last Day to Add/Drop a Course On S.C.O.T.S. (By 11:59 PM)	Monday	January 29
Last Day to Apply for May Graduation	Monday	February 5
Spring Break Begins	Friday	March 12
Mid-Term	Saturday	March 17
Spring Break Ends Classes Resume 8:00 AM	Monday	March 19
Last Day to Withdraw From a Course and Receive a “W” Grade*	Friday	April 6
Last Day of Class	Friday	May 4
Final Exam Period Begins	Monday	May 7
Semester Ends	Friday	May 11
Commencement	Saturday	May 12

*Or the date established by the University for courses with special start/end dates.