This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall semester 2014. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

August 23  **Residence Halls available** at 9:00 AM for returning students.

August 23  **11:00 AM-3:00 PM** Bursar, Financial Aid, and Records and Registration Services open at Hamilton Hall.

August 18-August 29  
Student Services Center Open 8:00 AM – 5:00 PM.

August 25  
A.  **Undergraduate and Graduate Classes Begin.**

B. Faculty to retrieve class roster from S.C.O.T.S. for use with **First Day Attendance.** Faculty to record on the “Mid Term Grade” form on S.C.O.T.S. students who are not in attendance.

August 25-September 2  
**8:00 AM - 5:00 PM - Late Registration and Schedule Adjustment period.**  
Hamilton Hall ($25 Late Registration Fee will be charged).
ACADEMIC CALENDAR
SEPTEMBER 2014

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall Semester 2014. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

September 1    Labor Day - No Classes.

September 2    Last Day to ADD or DROP a Class “In Person” at Hamilton Hall.

September 2    Deadline for individuals anticipating graduation at the completion of Fall Semester, 2014, to submit a graduate application on S.C.O.T.S. $100.00 fee assessed for any received after this date.

September 2    Last day to ADD or DROP a course by 11:59 PM on S.C.O.T.S. (Note: Courses which begin part-way through the semester may be added up to the starting time of the first class meeting of the course.)

September 3-October 31*
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.

September 3    Office of Records and Registration to provide faculty with instructions to verify class rosters for enrollment verification. Faculty should not add names to rosters.

September 3    Office of Records and Registration to provide advisors, chairpersons and deans with 80/40 hour review report.

September 5    Fall Campus Gathering at 11 AM - 1 PM, Pogue Student Center.

September 10   Faculty to email adjustments to class rosters to Records and Registration prior to 12 Noon.

September 16   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.

September 19   Last day for enrolled 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 Coordinator of Records to enable the student to complete the work.

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

September 30   Book orders for Spring 2015 (201520) are due to the Bookstore.
ACADEMIC CALENDAR
OCTOBER 2014

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall Semester 2014. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

September 3-October 31*

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.

October 2-4  Homecoming

October 14  Reading Day - No Classes.

October 15  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.

October 18  Fall Open House 1 – 3 pm. Pogue Student Center.

October 18  MIDTERM.

October 21  Faculty to post midterm grades and lapsed attendance notations on S.C.O.T.S. prior to 12 noon. Midterm grading via S.C.O.T.S. disabled at 12 noon.

October 24  Office of Records and Registration to send lapsed attendance notices to select students.

October 24  Midterm grades distributed to advisors and available on S.C.O.T.S.

October 29-November 18


October 31  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.
ACADEMIC CALENDAR
NOVEMBER 2014

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall Semester 2014. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

September 3-October 31*

Course Withdrawal: Students may withdraw from a course and receive a “W” grade. A $25 Course Withdrawal Fee will be charged, except for new freshmen.

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

November 25  Thanksgiving Break begins at the close of classes.
ACADEMIC CALENDAR
DECEMBER 2014

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall Semester 2014. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

December 1   Thanksgiving Break ends. Classes resume at 8:00 AM.
December 5   Last day of class for all 1st Semester courses.
December 8   Exam Period Begins
December 9   Office of Records and Registration to provide faculty with final grading instructions and activate faculty grading on S.C.O.T.S.
December 12  Semester Ends.
December 13  Commencement.
December 16  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.
December 18  Academic Warning, Probation and Suspension letters mailed/ emailed to students.
December 18  Final grades available on S.C.O.T.S.
<table>
<thead>
<tr>
<th>Event</th>
<th>Day</th>
<th>Date</th>
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<tbody>
<tr>
<td>First Day of Class</td>
<td>Monday</td>
<td>August 25</td>
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<tr>
<td>Labor Day Holiday</td>
<td>Monday</td>
<td>September 1</td>
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<td>(No Classes)</td>
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<td>Last Day to Add/Drop a Course*</td>
<td>Tuesday</td>
<td>September 2</td>
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<td>(In Person @ Hamilton Hall)</td>
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<td>Last Day to Apply for</td>
<td>Tuesday</td>
<td>September 2</td>
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<td>December Graduation</td>
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<tr>
<td>Last Day to Add/Drop a Course</td>
<td>Tuesday</td>
<td>September 2</td>
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<tr>
<td>On S.C.O.T.S. (By 11:59 PM)</td>
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<tr>
<td>Reading Day (No Classes)</td>
<td>Tuesday</td>
<td>October 14</td>
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<td>Mid-Term</td>
<td>Saturday</td>
<td>October 18</td>
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<td>Last Day to Withdraw</td>
<td>Friday</td>
<td>October 31</td>
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<td>From a Course and</td>
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<td>Receive a “W” Grade*</td>
<td>Friday</td>
<td>October 31</td>
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<tr>
<td>Thanksgiving Break Begins</td>
<td>Tuesday</td>
<td>November 25</td>
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<td>At the Close of Classes</td>
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<tr>
<td>Classes Resume 8:00 AM</td>
<td>Monday</td>
<td>December 1</td>
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<tr>
<td>Last Day of Class</td>
<td>Friday</td>
<td>December 5</td>
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<td>Exam Period Begins</td>
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