ACADEMIC CALENDAR
August 2020

This calendar is designed to assist faculty, administrators, and staff in advising students and in planning for fall Semester 2020. Please contact Mr. Timothy W. Pilewski, Registrar, if you have questions regarding the information provided.

August 20 – August 21
Student Services Center, Hamilton Hall, Open 8:00 AM – 5:00 PM.

August 22
11:00 AM-3:00 PM Student Accounts, Financial Aid, and Records and Registration Services open at Hamilton Hall. Admissions Office open at Academy Hall.

August 22 – August 23
Residence Halls available at 9:00 AM for returning students.

August 23
12:00 PM- 3:00 PM Student Accounts, Financial Aid, and Records and Registration Services open at Hamilton Hall. Admissions Office open at Academy Hall.

August 24
Student Services Center & Admissions Open 8:00 AM – 5:00 PM

August 24
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 24
8:00 AM - 5:00 PM - Late Registration and Schedule Adjustment period. Hamilton Hall ($25 Late Registration Fee will be charged).

August 25 – August 28
8:00 AM – 4:30 PM – Late Registration and Schedule Adjustment period. Hamilton Hall ($25 Late Registration Fee will be charged).

August 31
Last Day to ADD or DROP a Course “In Person” at Hamilton Hall by 4:30PM.

August 31
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.)
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September 1 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 1 – October 30*  
**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 4 Office of Records and Registration to provide advisors, chairpersons and deans with 80/40 hour review report.

September 4 Faculty to email adjustments to class rosters to Records and Registration prior to 10:00 AM.

September 7 Labor Day - No Classes.

September 8 Deadline for individuals anticipating graduation at the completion of Fall Semester 2020 to submit a graduate application on S.C.O.T.S. $100.00 fine assessed for any received after this date.

September 10 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 18 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 Registrar to enable the student to complete the work.

September 21 Faculty to return to the Office of Records and Registration grade sheets for students with “I” or “R” grades.
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September 1 – October 30*

**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 2-3** Homecoming

October 6 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 10** MIDTERM

**October 13** Reading Day - No Classes.

**October 13** Faculty to post midterm grades and lapsed attendance notations on S.C.O.T.S. prior to 3:00PM. Midterm grading via S.C.O.T.S. disabled at 3:00 PM.

**October 14** Midterm grades distributed to advisors and available on S.C.O.T.S.

**October 15** Office of Records and Registration to send lapsed attendance notices to select students.

**October 17** Fall Open House - Pogue Student Center

**October 28 – November 13**


**October 30** Book orders for Spring 2020 (202120) are due to the Bookstore.

**October 30** 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.
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October 28 – November 13
  Class Scheduling for Spring 2020 (202020) Semester Begins.
  Consult S.C.O.T.S. for specific dates and times.

October 31 – December 4
  Extenuating Circumstance Withdrawal Period

November 7  Fall Open House - Pogue Student Center.

November 10-11
  Graduation Fair – 12:00 – 6:00 PM, Pogue Student Center

November 24 Thanksgiving Break begins at the close of classes.

November 30 Thanksgiving Break ends. Classes resume at 8 A.M.
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October 31 – December 4
Extenuating Circumstance Withdrawal Period.

December 4  Last day of class for all 1st Semester courses.

December 7  Final Exam Period Begins

December 7  Office of Records and Registration to provide faculty with final grading instructions and activate faculty grading on S.C.O.T.S.

December 11  Semester Ends

December 12  Commencement

December 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.

December 17  Academic Warning, Probation and Suspension letters mailed/ Rudy to students.

December 17  Final grades available on S.C.O.T.S.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>First Day of Class</td>
<td>Monday</td>
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<tr>
<td>Labor Day Holiday (No Classes)</td>
<td>Monday</td>
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<tr>
<td>Last Day to Add/Drop a Course* (In Person @ Hamilton Hall, By 4:30PM)</td>
<td>Monday</td>
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<tr>
<td>Last Day to Add/Drop a Course* On S.C.O.T.S. (By 11:59 PM)</td>
<td>Monday</td>
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<tr>
<td>Last Day to Apply for December Graduation on S.C.O.T.S. (By 11:59 PM)</td>
<td>Tuesday</td>
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<tr>
<td>Mid-Term</td>
<td>Saturday</td>
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<tr>
<td>Reading Day (No Classes)</td>
<td>Tuesday</td>
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<td>Last Day to Withdraw From a Course and Receive a “W” Grade*</td>
<td>Friday</td>
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<tr>
<td>Thanksgiving Break Begins At the Close of Classes</td>
<td>Tuesday</td>
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<tr>
<td>Classes Resume 8:00 AM</td>
<td>Monday</td>
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<tr>
<td>Last Day of Class</td>
<td>Friday</td>
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<tr>
<td>Final Exam Period Begins</td>
<td>Monday</td>
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