Academic Calendar 2003–2004

Fall 2003

Friday, August 1 ................... **Deadline:** Tuition due for entering freshmen

Monday, August 11 ............... **Deadline:** Tuition due for returning undergraduate students

Friday, August 15 ............... **Deadline:** Tuition due for graduate students

Sunday–Friday, August 17–22 ................... Orientation week for new students

Monday, August 25 ............. **FIRST DAY OF CLASSES**

Monday–Friday, August 25–August 29 ........... Registration continues for undergraduate and graduate students

Monday, September 1 .......... Labor Day (holiday)

Friday, September 5 ........... **Deadline:** Adding courses without a fee
**Deadline:** Withdrawing with 100% refund of tuition and fees or dropping to part-time with 100% refund of tuition

Friday, September 12 .......... **Deadline:** Withdrawing or dropping to part-time with 70% refund of tuition

Friday, September 19 .......... **Deadline:** Late registration or adding courses
**Deadline:** dropping courses without a fee
**Deadline:** Withdrawing or dropping to part-time with 60% refund of tuition
Last day anticipated aid for fall shows as a credit on student accounts

Friday, September 26 .......... **Deadline:** Changing Spring 2003 “Pass/Fail” to a grade
**Deadline:** Instructors submitting final grades to clear “Incompletes” from Spring 2003 semester
**Deadline:** Withdrawing or dropping to part-time with 50% refund of tuition

Friday, October 3 ............... **Deadline:** Withdrawing or dropping to part-time with 40% refund of tuition

Friday, October 10 ............. **Deadline:** Mid-semester grades for first-year undergraduate students due from instructors
**Deadline:** College course plans due to Vice President for Student Affairs
**Deadline:** Withdrawing or dropping to part-time with 30% refund of tuition

Monday–Tuesday, October 13–14 .................. Midterm recess
Wednesday, October 15 ........ All classes normally held on Monday meet; all
Wednesday classes canceled (to equalize holidays by
days of the week during the semester)

Friday, October 17 ............ **Deadline:** Withdrawing or dropping to part-time with
20% refund of tuition

Friday, October 24 ............ **Deadline:** Withdrawing or dropping to part-time with
10% refund of tuition

Friday, October 31 ............ **Deadline:** Last day to drop courses - graduate
students and returning undergraduate students
**Deadline:** Changing course status to “Pass/Fail”
**Deadline:** Filing of:
• Thesis master’s candidacy petitions
• Certification of nonthesis master’s
• Form for automatic master’s
in the Office of Graduate Studies for mid-year
conferral of degree
**Deadline:** Filing Ph.D. candidacy petitions in the
Office of Graduate Studies for mid-year conferral of
degree

Monday, November 3 .......... **Deadline:** Filing application for mid-year conferral of
degree

Friday, November 14 .......... Last day to complete financial aid application for fall
2003

Monday–Friday
November 17–21 ............... Registration begins for currently enrolled undergradu-
ate, graduate, and fifth year students for the Spring
2004 semester

Monday–Wednesday,
November 17–19 ............... **5:00 P.M. Deadline, Wednesday, November 19:** Self-
 scheduling of final exams in undergraduate courses

Friday, November 21 .......... **Deadline:** Filing application for May 2004 conferral
of degree

Thursday–Friday,
November 27–28 ............... Thanksgiving recess

Monday, December 1 .......... Last day to complete loan application for fall 2003
loans

Friday, December 5 .......... **LAST DAY OF CLASSES**
**Deadline:** last day to drop courses (first semester
undergraduate students only)
**5:00 P.M. Deadline:** submitting theses in the Office of
Graduate Studies for mid-year conferral of degree
**Deadline:** Disenrollment date for failure to pay
amounts owed the university

Saturday–Tuesday,
December 6–9 ................. Self-scheduled final examinations ONLY
Wednesday–Wednesday
December 10–17 .................. Scheduled and self-scheduled final examinations continue

Wednesday, December 17 .... 5:00 p.m. Deadline: Take-home final examinations and course assignments due

Friday, January 2 ............... Deadline: All final grades due in the Office of the Registrar

Spring 2004

Monday, January 5 ............. Deadline: Tuition due for all students
Monday, January 12 .......... FIRST DAY OF CLASSES
Monday, January 19 .......... Martin Luther King, Jr. Day (holiday)
Monday–Friday, January 12–16 Registration continues for undergraduate and graduate students

Friday, January 16 ............. Deadline: resolving grades of “Other” from Fall 2003 semester

Friday, January 23 ............. Deadline: Adding courses without a fee
Deadline: Withdrawing with 100% refund of tuition and fees or dropping to part-time with 100% refund of tuition

Friday, January 30 ............. Deadline: filing of the following:
• Thesis master’s candidacy petitions
• Certification of nonthesis master’s
• Form for automatic master’s in the Office of Graduate Studies for May 2004 conferral of degree
Deadline: filing Ph.D. candidacy petitions in the Office of Graduate Studies for May 2004 conferral of degree
Deadline: Withdrawing or dropping to part-time with 70% refund of tuition

Friday, February 6 .............. Deadline: Late registration or adding courses
Deadline: Dropping courses without a fee
Deadline: Withdrawing or dropping to part-time with 60% refund of tuition
Last day anticipated aid for spring shows as credit on student accounts

Friday, February 13 ............. Deadline: changing Fall 2003 “Pass/Fail” to a grade
Deadline: instructors submitting final grades to clear “Incompletes” from Fall 2003 semester
Deadline: Withdrawing or dropping to part-time with 50% refund of tuition

Monday, February 16 ........ Financial aid application materials available to returning students to apply for need-based aid for 2004–05
Friday, February 20 ............. **Deadline:** Withdrawing or dropping to part-time with 40% refund of tuition

Friday, February 27 ............ **Deadline:** Mid-semester grades for first-year undergraduate students due from instructors
**Deadline:** College course plans due to Vice President for Student Affairs
**Deadline:** Withdrawing or dropping to part-time with 30% refund of tuition

Monday–Friday,
March 1–5 .......................... Midterm recess

Friday, March 5 ................. **Deadline:** Withdrawing or dropping to part-time with 20% refund of tuition

Friday, March 12 ............... **Deadline:** Withdrawing or dropping to part-time with 10% refund of tuition

Friday, March 19 ............... **Deadline:** Sophomores filing majors with the Office of the Registrar

Monday, March 29 ............. **Deadline:** Last day to drop courses—graduate students and returning undergraduate students
**Deadline:** Changing course status to “Pass/Fail” option

Monday–Friday,
March 29–April 2 ................ Registration begins for currently enrolled undergraduate, graduate, and fifth-year students for the Fall 2004 semester

Thursday, April 1 .............. Last day to complete financial aid applications for spring 2004

Friday, April 9 ................. Summer term aid applications available

Monday–Wednesday,
April 12–14 .................... **5:00 P.M. Deadline:** Self-scheduling of final examinations in undergraduate courses

Thursday, April 15 ............ Last day to complete loan application for spring 2004 loans
**Priority Deadline** for returning students to submit financial aid application materials for 2004–05

Friday, April 23 ............... **LAST DAY OF CLASSES**
**Deadline:** last day to drop courses (for January 2004 undergraduate student admits only)
**Noon Deadline:** submitting theses in the Office of Graduate Studies for May 2004 conferral of degree

Saturday–Thursday,
April 24–April 29 ............. Final examinations for all degree candidates

Wednesday–Wednesday,
April 28–May 5 ............... Final examinations for nongraduating students

Friday, April 30 ............... Disenrollment date for failure to pay amounts owed to the university
**Deadline to submit summer financial aid applications**
Saturday, May 1 .................... 9:00 A.M. Deadline: grades for all degree candidates due in the Office of the Registrar

Saturday, May 8 .................... NINETEEN-FIRST COMMENCEMENT

Monday–Friday
May 10–14........................... Registration for 2004 summer semester for undergraduate and for summer research for graduate students

Wednesday, May 12 .............. 9:00 A.M. Deadline: All remaining grades for nongraduating students due in the Office of the Registrar

Friday, June 4 ....................... Deadline: resolving grades of “Other” from Spring 2004 semester

Summer 2004:
Early Session (May 11–28)

Friday, April 9 ..................... Summer term aid applications are available

Wednesday, April 14 ............ 2:30 P.M. Deadline: Early application discount-summer school

Friday, April 30 .................... 2:30 P.M. Deadline: Application to Early Session courses
Deadline to submit summer financial aid applications

Tuesday, May 4 ..................... Notification sent to applicants who submitted applications by April 30

Monday, May 10 ................... 2:00 P.M. Deadline: Final tuition payment and registration

Tuesday, May 11 ................... FIRST DAY OF CLASSES–EARLY SESSION and summer research for graduate students

Thursday, May 13 ................ 3:00 P.M. Deadline: Adding courses
3:00 P.M. Deadline: Late registration

Monday, May 17 ................... Deadline: Visiting and Class III students to submit official transcripts (must be received by this date)

Wednesday, May 19 ............. Deadline: Submitting refund requests (must be received by this date. Please refer to section on Withdrawal Penalty and Tuition Refund.)

Friday, May 21 ..................... 3:00 P.M. Deadline: Dropping courses without academic penalty (no refunds)
3:00 P.M. Deadline: Designating pass/fail option

Friday, May 28 ..................... LAST DAY OF CLASSES–EARLY SESSION

Monday, May 31 ................... Memorial Day (holiday)
Friday, June 4 ....................... **Deadline:** Completion of all Early Session course work, including final examinations. Exam schedule determined by instructor.

Friday, June 11 ...................... **3:00 P.M. Deadline:** Submitting grades to the School of Continuing Studies Summer School Office

**Summer 2004**

**General Session (June 1–July 23)**

Friday, April 9 ...................... Summer term aid applications are available

Wednesday, April 14 ............ **2:30 P.M. Deadline** for early application discount

Friday, April 30 .................... **Deadline** to submit summer financial aid applications

Friday, May 14 ...................... **2:30 P.M. Deadline:** Application to General Session courses

Thursday, May 20 ................. Notification sent to applicants who submitted applications by May 14

Friday, May 28 ...................... **2:00 P.M. Deadline:** Final tuition payment and registration

Monday, May 31 .................... Memorial Day (holiday)

Tuesday, June 1 .................... FIRST DAY OF CLASSES–general session

Friday, June 11 ...................... **3:00 P.M. Deadline:** Adding courses or late registration

Monday, June 14 .................... **Deadline:** Visiting and Class III students to submit official transcripts (must be received by this date)

Monday, June 21 .................... **Deadline:** Submitting refund requests (please refer to section on Withdrawal Penalty and Tuition Refund)*

Monday, July 5 ..................... University holiday

Wednesday, July 7 ............... **3:00 P.M. Deadline:** Dropping courses without academic penalty (no refunds) *

**3:00 P.M. Deadline:** Designating Pass/Fail option*

Friday, July 23 ..................... LAST DAY OF CLASSES–GENERAL SESSION

Tuesday, July 27 ................... **Deadline** for completion of all General Session course work, including final examinations

Friday, July 30 ..................... **3:00 P.M. Deadline:** Submitting grades to School of Continuing Studies Summer School Office

Friday, August 6 .................. Final grades mailed from the Office of the Registrar

Friday, August 27 .................. LAST DAY OF CLASSES–summer research for graduate students. (Note: This date is subject to final faculty approval of the 2004–05 academic calendar.)

* For some courses, different deadlines will apply. Students enrolled in these courses will receive separate deadline schedules.