

SEMESTER DEADLINES: SPRING 2016

		Semester Deadline	Session 1 Deadline	Session 2 Deadline	Late Fees (FOLLOW DEADLINES)
	First Day of classes	Jan 11	Jan 11	Mar 2	
	First Friday	Jan 15	Jan 15	Mar 4	
PAYMENT	Initial fee payment deadline	Jan 4	Jan 4	Jan 4	\$200
	Final fee payment deadline	Jan 22	Jan 22	Jan 22	\$300
	Drop for non-payment	Jan 23	Jan 23	Jan 23	\$300
REGISTRATION	ADD COURSES				
	Online	Jan 15	Jan 15	Mar 4	
	With approval (by 5 p.m.)	Jan 22	Jan 22	Mar 11	\$100/\$500
	DROP COURSES				
	Online	Feb 5	Jan 22	Mar 11	
	W/approval (W will result, by 5 p.m.)	Mar 25	Feb 12	Apr 8	
REFUND	AUDIT COURSES (by 5 p.m.)	Feb 5	Jan 22	Mar 11	
	100%	Jan 15	Jan 15	Mar 4	
	75%	Jan 22	N/A	N/A	
	50% (Last day for any refund)	Feb 5	Jan 22	Mar 11	
	Dropping courses after Feb 5 may affect financial aid and fee authorizations. Students may be required to repay their aid or fee authorization if they withdraw or drop hours.				
GRADES	Prior term incompletes	Feb 22	N/A	N/A	
	Graduating students	May 4	Mar 2	May 4	
	Non-graduating students	May 9	Mar 7	May 9	
	Current term (electronic)	Jun 5	N/A	N/A	
GRADUATION	Application to Graduate	Jan 29	N/A	N/A	
	Master's/Doctoral Exam Report Forms	Apr 15	N/A	N/A	
	Approved Thesis & Dissertations	Apr 22	N/A	N/A	
	End of Semester Deadline	May 10	N/A	N/A	



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LATE FEES

Late fees are the purview of the University Registrar and any request to waive late fees must be directed to that office or the Student Service Center.

LATE PAYMENT FEES

Initial Fee Payment Deadline. Students enrolled but not paid by the initial fee payment deadline (Jan 4) will be charged a late payment fee of \$200.

Final Fee Payment Deadline. Students enrolled but not paid by the final fee payment deadline (Jan 22) will be dropped for non-payment.

DROP FOR NON-PAYMENT

Students who are dropped for non-payment and who wish to re-enroll will need to complete a Course Petition for each course dropped. If that petition is approved, students will be charged a \$300 late payment fee and \$300 re-enrollment fee.

LATE REGISTRATION & COURSE ADD FEE

Students who wish to enroll after the deadline to add or drop will need to petition the Graduate School. For students who have not yet registered for the semester, successful petitions to add will result in a late registration fee of \$500. For students already enrolled, successful petitions will result in a \$100 late course add fee for each course added.

HOLIDAYS (UNIVERSITY OFFICES CLOSED)

The university will be closed on these days during the spring semester.

New Year's Day (January 1)

Martin Luther King Day (January 18)

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