

Spring 2020 CALENDAR • January 13 - May 15 REGULAR AND *SPECIAL SESSION

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January 2020

- January 1.....HOLIDAY: New Year's Day Observance- No Intersession classes; Campus closed.
- January 2-8.....Online registration for Regular Session (16-week) and Special Session (12-week) courses continue.
- January 2-11.....Spring 2020 Intersession classes continue.
- January 8-11.....Enrollment Related Services: Wednesday–Thursday, January 8-9, 9am–7pm; Friday, January 10, 9am - 5pm and Saturday, January 11, 10am–2pm.
- January 8-13.....Spring 2020 Book Voucher distribution period (please view Bursar's website).
- January 9.....Cougar Start U - Mandatory New Student Orientation
- January 9.....Spring 2020 registration will close and will resume January 10th.
- January 10.....Final payment due for Spring 2020 courses.
- January 10.....Residence Hall Opens (New Students Only)
- January 11.....Last day for Spring 2020 Intersession classes.
- January 11.....Residence Hall Opens (Returning students Only)
- January 10-14.....Late Registration/Change of Schedule period for the Regular Session (16-week) courses. *Students may drop a class online through Wednesday, January 22, 2020.) (All first-time registrations processed on and after January 13 will incur a one-time \$100 late registration fee and payment is due at the time of registration.)*
- January 13.....Late fees of 1.5% will be applied on students accounts for Spring 2020 past due balances.
- January 13.....Regular Session (16-week) Day and Evening Spring 2020 classes begin.
- January 13.....Ventra CTA card distribution begins (10am - 6pm). (Note: The credit waiver towards the parking permit will be automatically added to your student account starting March 1, 2020. No waiver will be issued to students who purchase their parking permit after the 100% drop deadline date).
- January 15.....Final grades due for Spring 2020 Intersession courses. Faculty submits final grades for Spring 2020 Intersession courses via CSU X-Press.
- January 20.....HOLIDAY: Martin L. King – No classes; Campus closed.
- January 22.....Last day to drop a Regular Session (16-week) courses online for 100% reversal of tuition and refundable fees when registered for 15 hours or less or upon complete withdrawal from all courses. (Note: Students may not drop his/her last class online after January 04, 2020, refer to page 14 in Spring 2020 General Information for complete withdrawal.)
- January 22.....Last day to submit non-attendance "WD" withdrawals to the Office of the Registrar for Regular Session (16-week) courses.
- January 23.....Deadline to submit proof of required immunizations to Wellness/Health Center to avoid a \$25 non-compliance fee.
- January 27.....Deadline for enrollment in, or waiving out of the mandatory student health insurance program for the Regular Session (16-Week) Spring 2020 term.
- January 30.....Spring 2020 Special Session registration will close and will resume January 31st.
- January 31 – Feb. 4.....Late Registration for Special Session Online Registration / Change of Program Period continues. Student may add/drop courses online during this period. Payment is due at the time of registration. (Note: Students may add a class through Tuesday, February 04th until 5 pm in the Office of the Registrar. Students may drop a class online through Tuesday, February 04, 2020.)

February 2020

- February 1.....Last day to completely withdraw from the Regular Session (16-week) and receive a 50% reversal of tuition and fees. Note: A 50% reversal of charges only applies to complete withdrawals.
- February 1.....Last day to submit a wavier for Ventra U-Pass Card (see exceptions on Cashier's Office webpage)
- February 3.....Special Session Day and Evening classes begin.
- February 7.....Deadline for enrollment in, or waiving out, of mandatory student health insurance program for the Special Session classes. Note: Students whose Enrollment into Special Session courses brings them into full-time status (12 hours for undergraduates/9 hours for graduates/6 hours for doctoral) will be charged the mandatory health insurance fee. (See page 18 in the Spring 2020 General Information.)
- February 10.....Last day to drop a Special Session class online for 100% reversal of tuition and refundable fees when registered for 15 hours or less or upon complete withdrawal from all courses. (Note: Students may not drop his/her last class online after January 04, 2020.) Please refer to page 14 for complete withdrawal process.
- February 10.....Last day to submit a non-attendance "WD" withdrawal to the Office of the Registrar for Special Session 12-week courses.
- February 10-15.....First academic warning submission period.
- February 17.....HOLIDAY: President's Day- No Classes; Campus closed.
- February 18.....Last day to completely withdraw from the Special Session (12-Week) and receive a 50% reversal of tuition and fees. Note: 50% reversal of charges only apply to complete withdrawals.
- February 28.....Deadline to submit approved undergraduate graduation applications to Evaluations Office (ADM 128) for May 2020 degree conferment. (Students submitting applications after the February 28 deadline will not be eligible for participation in the Spring 2020 Commencement Ceremony and/or degree conferral. Check for special commencement announcements.)
- February 28.....Deadline to submit approved graduate graduation applications and GAPP forms to Graduate and Professional Studies Office (ADM 129) for May 2020 degree conferment. (Students submitting applications after the February 28 deadline will not be eligible for participation in the Spring 2020 Commencement Ceremony and/or degree conferral. Check for special commencement announcements.)
- February 28.....Last day to order Ventra Card.

*NOTE: Students will not be able to drop the last class online resulting in a full withdrawal with zero (0) credit hours of enrollment after January 04, 2020. Students must request and complete the online "Complete Withdrawal Form" and submit via the Web to the Office of the Registrar (ADM 128) by the deadline. He/she must also participate in a short exit interview with Financial Aid prior to the processing of the complete withdrawal by the Registrar's Office. See page 14 of the Spring 2020 General Information (published online) for more information.

March 2020

- March 6**.....Graduates – **Deadline to submit approved dissertation to ProQuest** (email Graduate and Professional Studies at graduateprograms@csu.edu for more information).
- March 16-21**.....**Spring Recess - No classes.**
- March 23 - March 28**.....Second academic warning submission period.
- March 27**.....Graduates – **Deadline to submit approved master's thesis to ProQuest** (for more information email Graduate and Professional Studies at graduateprograms@csu.edu .
- March 27**.....**Last day to withdraw or completely withdraw from a Regular Session (16-Week) courses and receive a "W" on the transcript.** For a complete withdrawal, please see instructions below*.

April 2020

- April 4**.....**Last day to withdraw or completely withdraw from a 12-Week (Special Session) class and receive a "W" on the transcript.** For a complete withdrawal, please refer to page 14.
- April 13 – 18**.....Third academic warning submission period.
- April 14**.....Undergraduates – Deadline to submit an academic petition for extension of an existing Incomplete Grade Contracts for "I" grades received for Summer or Fall 2019 terms.
- April 14**.....Graduates – Deadline to submit an academic petition for extension of an existing Incomplete Grade Contracts for "I" grades received for the Spring 2019 term.
- April 15**.....Advance Registration for Summer and Fall 2020 begin.

May 2020

- May 2**.....Last day of class before final examination period.
- May 4-9**.....Final examination period (see *timetable in Spring 2020 General Information (published online)* for more information).
- May 9**.....Spring 2020 Residence Hall Move-Out (Hall closes at Noon) ** Exceptions for Spring 2020 graduates.
- May 12**.....Faculty deadline to submit final grades for Spring 2020 via CSU Express.
- May 12**.....Faculty deadline to submit an Incomplete Contract for an "I" grade for Spring 2020. (*The contract form must be signed by the student, faculty and chairperson and submitted to the Office of the Registrar.*)
- May 12**.....Faculty deadline to submit a change of grade form to the Office of the Registrar for removal of an Incomplete "I" grade issued in Summer and Fall 2019 for undergraduate and Spring 2019 for graduate students.
- May 14**.....Spring 2020 Commencement Ceremony.
- May 15**.....Spring 2020 term ends.
- After May 20**.....Spring 2020 grades are available on CSU X-Press.
- After May 20**.....Spring 2020 degree postings are available on CSU X-Press.

*NOTE: Students will not be able to drop the last class online resulting in a full withdrawal with zero (0) credit hours of enrollment after **January 04, 2020**. Students must request and complete the online "Complete Withdrawal Form" and submit via Web to the Office of the Registrar (ADM 128) by the deadline. He/she must also participate in a short exit interview with Financial Aid prior to the processing of the complete withdrawal by the Registrar's Office.

Failure to read information listed in the Term (Semester) Information, catalogs and/or on the website does not negate adherence to required academic regulations.

Information related to tuition, fees, dates and course information is subject to change. The most current version of the Spring 2020 Academic Calendar will be posted online at

https://www.csu.edu/coursebulletin/acadcalendar/documents/Spring2020_Calendar.pdf

QUICK VIEW: Registration/Payment/Drop Dates

Intercession Courses		December 18 - January 11	
Web Registration	100% Reversal Drop Date See Note Below*	Final Payment Due Date See Note Below*	Final Withdrawal Date ("W" on Transcript) See Note Below*
November 12 – December 17	By 5pm on the 2nd day of the Intercession Course	January 10	By 5pm on the 3 rd day of the Intercession Course
December 18-19* (Late Registration)			
Regular Session (16-Week) Courses		January 13 – May 15	
Web Registration	100% Reversal Drop Date See Note Below*	Final Payment Due Date See Note Below*	Final Withdrawal Date ("W" on Transcript) See Note Below*
November 12- January 12	January 22	January 10	March 27
January 13-14* (Late Registration)			
*Special Session (12-Week) Courses		February 3 – May 15	
Web Registration	100% Reversal Drop Date See Note Below*	Final Payment Due Date See Note Below*	Final Withdrawal Date ("W" on Transcript) See Note Below*
November 12 - February 2	February 10	January 10	April 4
February 3 -4* (Late Registration)			

***NOTES:**

- Failure to make payment arrangements upon registration dates above may result in being dropped from classes. Students must be validated by this date; civil service waivers, third party vouchers, etc.
- A final payment must be made by **January 10, 2020** to avoid a business hold which prevents future registrations. **Late fees of 1.5% will be applied on students accounts for Spring 2020 past due balances.**
- **January 22, 2020** is the deadline date to drop ALL Regular Session (**16-Week**) courses or reduce credit hour load with eligibility for 100% reversal of charges.
- **February 01, 2020** is the deadline date to drop ALL Regular Session courses or reduce credit hour load with eligibility for 50% reversal of charges (**if registered for and dropping all Regular session courses only**).
- **February 10, 2020** is the deadline to drop ALL Special Session (12-week) courses or reduce credit hour load with eligibility for 100% reversal of charges.
- **February 18, 2020** is the deadline date to drop ALL Special Session courses or reduce credit hour load with eligibility for 50% reversal of charges (**if registered for and dropping all Special Session courses only**).
- **March 27, 2020** is the deadline to withdraw one or more Regular Session (**16-Week**) courses with a grade of W on transcript with eligibility for 0% reversal of charges.
- **April 04, 2020** is the deadline to withdraw one or more Special Session (**12-Week**) courses with a grade of W on transcript with eligibility for 0% reversal of charges.
- The University may limit the offering of Special Session courses for Spring 2020 based on programs.