2013 SPRING KEY DEADLINE DATES

ALL DATES SUBJECT TO CHANGE

Transactions must be completed by 5:00 p.m. on deadline dates. An Enrollment Authorization--During the Term form is required for any transaction after the published deadline dates. Late transactions will generate fees on the student account:

Changing Grade Mode– $10 past deadline;

Course Add or Changing Credit Hours– $10 past deadline through February 1, 2013; $75 thereafter.

IMPORTANT DATES

Pre-Registration Opens	**Enrollment Cancellation**	Last Day to Report Removal of Incomplete
November 26, 2012	**January 4, 2013**	May 10, 2013
Spring Break	Finals Week	Commencement
March 10-17, 2013	May 6-11, 2013	May 11, 2013
Martin Luther King, Jr. Day:	January 21, 2013	

Last Day To...

Part of Term	Classes Begin	Add Course or Change Sections	Change Grade Mode/ (Form)*
Full Term	January 14, 2013	January 25, 2013	February 8, 2013
First-Half Term	January 14, 2013	January 18, 2013	January 25, 2013
Second-Half Term	March 18, 2013	March 22, 2013	March 29, 2013
Three-Quarter Term	January 14, 2013	January 25, 2013	February 1, 2013
Nursing– Full Term	January 10, 2013	January 18, 2013	January 18, 2013
Nursing– First-Half Term	January 10, 2013	January 13, 2013	January 18, 2013
Nursing– Second-Half Term	February 27, 2013	March 7, 2013	March 7, 2013

* Changes after the last Day to Add must be done in person.

Last Day To Drop...

Part of Term	With 100% Refund & Without Grade	Without Dean's Permission**	With Dean's Permission**	Classes End
Full Term	February 1, 2013	April 12, 2013	May 3, 2013	May 11, 2013
First-Half Term	January 25, 2013	February 22, 2013	March 8, 2013	March 09, 2013
Second-Half Term	March 29, 2013	April 26, 2013	May 3, 2013	May 11, 2013
Three-Quarter Term	January 25, 2013	March 22, 2013	April 12, 2013	April 13, 2013
Nursing–Full Term	January 18, 2013	March 15, 2013	April 22, 2013	April 22, 2013
Nursing–First-Half Term	January 18, 2013	February 8, 2013	Feb. 27, 2013	Feb. 27, 2013
Nursing– Second-Half Term	March 3, 2013	March 29, 2013	April 22, 2013	April 22, 2013

** Drops cannot be processed afer a grade has been entered.

Instructional Methods

Open Learning (OL); Correspondence (CORR); Extension (EXTN)

Deadlines for processing drops, add, grade modes, and withdrawls for these methods vary according to the length of the course.