## Spring 2020 Academic Calendar

**Notice: Please see important calendar updates beginning March 16**

### Payment Deadlines

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Tuesday, January 14</td>
<td>Payment deadline for <strong>undergraduate</strong> students who registered October 21, 2019 – January 10, 2020.</td>
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<tr>
<td>Wednesday, January 15</td>
<td>Undergraduate students who registered by January 10 and have not paid, or made payment arrangements, will be charged $100 LATE fee.</td>
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</tbody>
</table>
| Wednesday, February 5 (Census) | Payment deadline for all graduate students and undergraduate students who registered January 13 – February 5.  
All students (undergraduate and graduate) who have not paid, or made payment arrangements by this date, will be charged a $100 LATE fee. |
| Monday, February 17   | All unpaid students will be removed from their classes. |

### October 2019

- **Monday, October 21**: Spring 2020 registration begins.

### December 2019

- **December 23–27**: Winter Holiday. University closed.
- **December 30–31**: Winter Holiday. Limited services available.

### January 2020

- **Wednesday, January 1**: New Year’s Day. University closed.
- **January 2-3**: Winter Holiday. Limited services available.
- **Friday, January 10**: Registration Closes at 5 p.m., reopens Monday, January 13, at 7 a.m.
- **January 13-29**: **Late registration and add/drop**  
All admitted students may register or add/drop classes via ASAP with appropriate approvals.
- **Tuesday, January 14**: Payment deadline for undergraduate students who registered October 21, 2019 – January 10, 2020. *Bills are not mailed.*
- **Wednesday, January 15**: Late Payment Fee charged.  
Undergraduate students who registered by January 10 and have not paid, or made payment arrangements, will be charged a $100 LATE fee.
- **Wednesday, January 15**: 2020–2021 **General Scholarship Application** Deadline.
- **Monday, January 20**: **100% Refund Date**  
Last day to drop all classes (withdraw) in ASAP and receive a 100% refund of tuition and fees.
- **Monday, January 20**: Martin Luther King, Jr. Birthday Holiday. University closed.
- **Tuesday, January 21**: **First day of Spring 2020 classes**
- **Monday, January 27**: **80% Refund Date**  
Last day to withdraw from all classes and receive an 80% refund of tuition and fees.
Tuesday, January 28  Challenge Examination Requests
Last day to request challenge examination from the instructor. Challenge Examination form must be turned into the One Stop Enrollment Center and the test administered by February 10.

Tuesday, January 28  Waitlisting ends

Wednesday, January 29  Deadline to add a class or late register on ASAP.

February 2020

Monday, February 3  70% Refund Date
Last day to withdraw from all classes and receive a 70% refund of tuition and fees.

Wednesday, February 5  Census Date, 5:00 p.m.

Last day to drop or withdraw without a grade. Last day to drop an individual course and receive a 100% refund. Classes dropped/withdrawn on, or before, Census will not receive a grade and will not appear on the student's transcript. NOTE: If you are enrolled in only one class, or are dropping your last class, this action is NOT considered a drop. It is a withdrawal and you will be refunded according to the prorated withdrawal refund percentages given on the academic calendar and the Fiscal Services Webpage. No refunds are given for dropping an individual course after this date.

Payment deadline for graduate students and undergraduate students who registered January 13 – February 5.

All students who have not made payment, or made payment arrangements, will be charged a $100 LATE fee.

February 6 – March 30  Drop/Withdraw Only Time Frame (Automatic "W")
All students (undergraduate and graduate) may drop an individual course via ASAP, or withdraw (drop all classes) and receive a grade(s) of “W.” Students must see advisor to drop developmental classes.

Monday, February 10  Challenge Examination Requests Due
Last day to submit an approved Request to Challenge Examination form to the One-Stop Enrollment Center. Challenge examinations should be administered by this date.

Monday, February 10  50% Refund Date
Last day to withdraw from all classes and receive a 50% refund of tuition and fees.

Saturday, February 15  Deadline for Spring 2020 Master’s and Doctoral degree candidates to apply for graduation. Visit the Graduation Webpage for more information.

Monday, February 17  25% Refund Date
Last day to withdraw from all classes and receive a 25% refund of tuition and fees.

Monday, February 17  All unpaid students will be removed from their classes.

Tuesday, February 25  Second installment payment is due for students who select the three payment plan.

March 2020

March 9-14  Spring Break
Classes do not meet. University offices will be open March 9-14.

March 16-21  Classes do not meet. University offices will be open March 16-21.

Monday, March 23  Midterm Grades Due; 2 p.m. Deadline for faculty to enter midterm grades.

Tuesday, March 24  Students may view midterm grades on ASAP.

Monday, April 6  Drop Deadline
Last day for all students (undergraduate and graduate) to drop an individual course via ASAP and receive an automatic “W”. *
**Drop/Withdraw timeframe rules**

Students, both undergraduate and graduate, may drop an individual class through the ninth week of classes (March 30).

**Withdrawal procedures**

After the deadline to drop an individual course via ASAP (March 30), students on financial aid who wish to withdraw (drop all classes) from the University must submit a paper withdrawal form to the One Stop Enrollment Center for processing. Except for student athletes and international students, only the student’s signature is required on the form. Student athletes must submit a withdrawal form, signed by an advisor in the Collegiate Athletics department, to the One Stop Enrollment Center for processing. International students must submit a withdrawal form, signed by the Director, International Student Services or an International Student Advisor, to the One Stop Enrollment Center for processing.

After the withdrawal deadline (May 1) students may not drop courses, or withdraw, except with the approval of the course instructor and the Dean of the College in which the student is enrolled.