Payment Deadlines

**Regular 16-week Term: August 22 – December 9, 2022**
- **August 16** Payment deadline. All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- **August 31** All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- **September 7 (Census)** Students who are still unpaid by 5 p.m. on September 8 will be removed from their classes.

**First 8-week Term: August 22 – October 14, 2022**
- **August 16** Payment deadline for courses in the first 8-week term. All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- **August 29 (Census)** All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee and will be removed from their first 8-week classes.

**Second 8-week Term: October 17 – December 9, 2022**
- **October 11** Payment deadline for courses in the second 8-week term. All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- **October 24 (Census)** All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee and will be removed from their second 8-week classes.

Calendar

**April 2022**
- April 18 (Mon) Fall 2022 registration begins

**16-week Term: August 22 – December 9, 2022**

**August 2022**
- August 11-13 Registration closes at 11:59 p.m. on Thursday and will reopen at 7 a.m. on Sunday.
- August 14 (Sun) **Late registration and add/drop** All admitted students may register or add/drop classes via ASAP with appropriate approvals.
- August 16 (Tue) **Payment deadline.** All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- August 21 (Sun) **100% Refund Date** Last day to withdraw from all classes and receive a 100% refund of tuition and fees.*
- August 22 (Mon) **First day of Fall 2022 classes**
- August 26 (Fri) **80% Refund Date** Last day to withdraw from all classes and receive an 80% refund of tuition and fees.*
- August 29 (Mon) **Waitlisting ends**
- August 29 (Mon) **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 September 12.
- **August 30 (Tue)** **Deadline to add a class or late register on ASAP. Registration will close at 5pm.**

**September 2022**
- August 31 (Wed) All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee.
- September 2 (Fri) **70% Refund Date** Last day to withdraw from all classes and receive a 70% refund of tuition and fees*
- September 5 (Mon) **Labor Day holiday.** University closed.
### Fall 2022 Academic Calendar

**September 7 (Wed)**  
*Census Date and Payment Deadline, 5 p.m.*  
*Students who are still unpaid will be removed from their classes.*  
**Last day to drop or withdraw without a grade.** Last day to drop an individual course and receive a 100% refund. NOTE: If you are enrolled in only one class, or are dropping your last class, this is considered a withdrawal and you will be refunded according to the prorated withdrawal refund percentages on the academic calendar.  
**No refunds are given for dropping an individual course after this date.**

**September 8 – October 24**  
**Drop Time Frame (Automatic "W")**  
All students (undergraduate & 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.

**September 12 (Mon)**  
**50% Refund Date**  
Last day to withdraw from all classes and receive a 50% refund of tuition and fees. *

**September 12 (Mon)**  
**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.

**September 19 (Mon)**  
**25% Refund Date**  
Last day to withdraw from all classes and receive a 25% refund of tuition and fees. *

**September 27 (Mon)**  
Second installment payment is due for students who select the three payment plan.

### October 2022

**October 10 (Mon)**  
Midterm Grades Due; 2 p.m. Deadline for faculty to enter midterm grades.

**October 11 (Tue)**  
**Students may view midterm grades on ASAP**

**October 24 (Mon)**  
**Drop Deadline**  
Last day for all students (undergraduate and graduate) to drop an individual course via ASAP and receive an automatic "W".

**October 24 (Mon)**  
Deadline to choose **credit/no credit grading option** (undergraduate only).

**October 25 – November 29**  
**Withdrawal Only Time Frame (Automatic "W")**  
All students (undergraduate and graduate) may withdraw (drop all classes) ONLY.**  
A grade of "W" will be given for each class. Students must see advisor to drop developmental classes.

**October 28 (Fri)**  
Final installment payment is due for students who select the three-payment plan.

### November 2022

**November 15 (Tue)**  
Deadline for Spring 2023 undergraduate degree candidates to apply for graduation.  
Visit the [Graduation webpage](#) for more information.

**November 17 (Thu)**  
Student Course Evaluations OPEN in ASAP at 8 a.m.

**November 24-25**  
**Thanksgiving Holiday.** University closed.

**November 29 (Tue)**  
**Withdrawal/Automatic "W" Deadline**  
Deadline for all students to withdraw (drop all classes) ONLY and receive a grade of "W" for each class. Students must see advisor to drop developmental classes.

Students receiving financial aid must submit withdrawal form in person to the One Stop Enrollment Center. Withdrawal forms are available at [https://onestop.utsa.edu/forms/registrar/](https://onestop.utsa.edu/forms/registrar/)

### December 2022

**December 1 (Thu)**  
Last Day of Classes for regular 16-week term

**December 1 (Thu)**  
Student Course Evaluations CLOSE in ASAP at Midnight

**December 2 (Fri)**  
**Student Study Day.** Classes do not meet.

**December 5-9**  
**Final Exams.** No Final Exams on Saturday and Sunday.

**December 9 (Fri)**  
End of Term for Fall 2022 Semester  
Year-old Incomplete ("IN") grades convert to "F" at 5 p.m.
### Fall 2022 Academic Calendar

**December 1**  
Final Grades Due; 2 p.m., Deadline for faculty to enter final grades.

**December 13 (Tue)**  
Students may view grades on ASAP

**Commencement Ceremonies**  
Visit the Commencement webpage and click desired ceremony for details.

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### First 8-Week Term: August 22 – October 14, 2022

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
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<td>August 21 (Sun)</td>
<td>Last day to withdraw from all classes in the first 8-week term and receive a 100% refund of tuition &amp; fees.</td>
</tr>
<tr>
<td>August 22 (Mon)</td>
<td>First day of first 8-week term classes</td>
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<td>Last day to add a class or late register for the first 8-week term.</td>
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<tr>
<td>August 24 (Wed)</td>
<td>Last day to withdraw from all classes in the first 8-week term and receive an 80% refund of tuition &amp; fees.</td>
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<tr>
<td>August 26 (Fri)</td>
<td>Deadline for students to bring an approved Challenge Examination form to the One-Stop and take the exam.</td>
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<td>August 29 (Mon)</td>
<td>All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged a $100 LATE fee and will be removed from their first 8-week term classes.</td>
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| August 29 (Mon) | Census Date, 5 p.m., for the first 8-week term  
**Last day to drop or withdraw without a grade.** Last day to drop an individual course and receive a 100% refund. NOTE: If you are enrolled in only one class, or are dropping your last class, this is considered a withdrawal and you will be refunded according to the prorated withdrawal refund percentages on the academic calendar.  
**No refunds are given for dropping an individual course after this date.** |
| August 29 (Mon) | Last day to withdraw from all classes in the first 8-week term and receive a 50% refund of tuition & fees. |
| September 19 (Mon) | Drop Deadline*  
Last day to drop an individual course in the first 8-week term and receive a grade of “W”. |
| September 19 (Mon) | Deadline to choose credit/no credit grading option (undergraduate only). |
| October 4 (Tue) | Student Course Evaluations OPEN in ASAP at 8 a.m. |
| October 11 (Tue) | Student Course Evaluations CLOSE in ASAP at Midnight |
| October 11 (Tue) | Withdrawal/Automatic "W" Deadline**  
Deadline to withdraw from the first 8-week term (drop all classes) and receive a grade of "W" for each class. |
| October 14 (Fri) | Last day of classes for the first 8-week term. Final Exams. No Study Days in 8-week terms. |
| October 17 (Mon) | Final Grades Due; 2 p.m. Deadline for faculty to enter final grades for the first 8-week term. |
| October 18 (Tue) | Students may view grades on ASAP |
# Fall 2022 Academic Calendar

## Second 8-Week Term: October 17 – December 9, 2022

<table>
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<tr>
<th>Date</th>
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<tr>
<td>October 17 (Mon)</td>
<td>First day of second 8-week term classes</td>
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<td>October 18 (Tue)</td>
<td>Last day to add a class or late register for the second 8-week term.</td>
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<td>October 24 (Mon)</td>
<td>Census Date, 5 p.m., for the second 8-week term</td>
</tr>
<tr>
<td>November 11 (Fri)</td>
<td>Drop Deadline* Last day to drop an individual course in the second 8-week term and receive a grade of &quot;W&quot;.</td>
</tr>
<tr>
<td>November 11 (Fri)</td>
<td>Deadline to choose credit/no credit grading option (undergraduate only).</td>
</tr>
<tr>
<td>November 24-25</td>
<td>Thanksgiving holiday, University closed.</td>
</tr>
<tr>
<td>November 29 (Tue)</td>
<td>Student Course Evaluations OPEN in ASAP at 8 a.m.</td>
</tr>
<tr>
<td>December 6 (Tue)</td>
<td>Student Course Evaluations CLOSE in ASAP at Midnight</td>
</tr>
<tr>
<td>December 6 (Tue)</td>
<td>Withdrawal/Automatic &quot;W&quot; Deadline** Deadline to withdraw from the second 8-week term (drop all classes) and receive a grade of &quot;W&quot; for each class.</td>
</tr>
<tr>
<td>December 9 (Fri)</td>
<td>Last day of classes for the second 8-week term. Final Exams. No Study Days in 8-week terms.</td>
</tr>
<tr>
<td>December 12 (Mon)</td>
<td>Final Grades Due; 2 p.m. Deadline for faculty to enter final grades for the second 8-week term.</td>
</tr>
<tr>
<td>December 13 (Tue)</td>
<td>Students may view grades on ASAP</td>
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</tbody>
</table>

*Drop/Withdrawal timeframe rules*

Students, both undergraduate and graduate, may drop an individual class via ASAP through the Drop Deadline.

**Withdrawal procedures**

After the deadline to drop an individual course via ASAP, students on financial aid who wish to withdraw (drop all classes) from the University must submit a withdrawal form via the Document Uploader 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, via the Document Uploader for processing. International students must submit a withdrawal form, signed by the Director, International Student Services or an International Student Advisor, via the Document Uploader for processing.

After the Withdrawal/Automatic "W" deadline, 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.