## Payment Deadlines

### Regular 16-week Term

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 11</td>
<td>Payment deadline. All students (undergraduate and graduate) who have not paid, or made payment arrangements, by 5 p.m. on this date will be charged a $100 LATE fee.</td>
</tr>
<tr>
<td>January 27</td>
<td>All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged $100 LATE fee.</td>
</tr>
<tr>
<td>February 2</td>
<td>Students who are still unpaid at 5 p.m. on this date will be removed from their 16-week classes.</td>
</tr>
</tbody>
</table>

### First 8-week Term (B5)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 11</td>
<td>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 $100 LATE fee.</td>
</tr>
<tr>
<td>January 25</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 classes</td>
</tr>
</tbody>
</table>

### Second 8-week Term (B6)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 15</td>
<td>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 $100 LATE fee.</td>
</tr>
<tr>
<td>March 28</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 Second 8-week classes</td>
</tr>
</tbody>
</table>

## Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 1, 2021</td>
<td>Spring 2022 registration begins.</td>
</tr>
<tr>
<td>December 27–31</td>
<td>Winter Holiday. Limited services available.</td>
</tr>
</tbody>
</table>

### Regular 16-week Term: January 18 – May 11, 2022

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 7</td>
<td><strong>Registration Closes at 5 p.m.</strong>, reopens Sunday, January 9, at 8 a.m.</td>
</tr>
<tr>
<td>January 9–26</td>
<td><strong>Late registration and add/drop</strong> All admitted students may register or add/drop classes via ASAP with appropriate approvals.</td>
</tr>
<tr>
<td>January 11</td>
<td><strong>Payment deadline</strong>. 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.</td>
</tr>
<tr>
<td>January 15</td>
<td>2022–2023 <strong>General Scholarship Application</strong> Deadline.</td>
</tr>
<tr>
<td>January 17</td>
<td><strong>100% Refund Date</strong> Last day to drop all classes (withdraw) in ASAP and receive a 100% refund of tuition and fees.</td>
</tr>
<tr>
<td>January 18</td>
<td><strong>First day of Spring 2022 classes</strong></td>
</tr>
<tr>
<td>January 24</td>
<td><strong>80% Refund Date</strong> Last day to withdraw from all classes and receive an 80% refund of tuition and fees.</td>
</tr>
<tr>
<td>January 25</td>
<td><strong>Challenge Examination Requests</strong> 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 7.</td>
</tr>
<tr>
<td>January 25</td>
<td><strong>Waitlisting ends</strong></td>
</tr>
<tr>
<td>January 26</td>
<td><strong>Deadline to add a class or late register</strong> on ASAP.</td>
</tr>
</tbody>
</table>
Spring 2022 Academic Calendar

January 27  All students (undergraduate and graduate) who have not made payment arrangements by 5 p.m. on this date will be charged $100 LATE fee.

January 31  **70% Refund Date**
Last day to withdraw from all classes and receive a 70% refund of tuition and fees.

February 2022

February 2  **Census Date, 5:00 p.m., for the 16-week term**
Students who are still unpaid at 5 p.m. on this date will be removed from their 16-week classes.

February 3 – March 28  **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.

February 7  **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.

February 7  **50% Refund Date**
Last day to withdraw from all classes and receive a 50% refund of tuition and fees.

February 15  Deadline for Spring 2022 Master’s and Doctoral degree candidates to apply for graduation. Visit the [Graduation Webpage](#) for more information.

February 14  **25% Refund Date**
Last day to withdraw from all classes and receive a 25% refund of tuition and fees.

February 22  Second installment payment is due for students who select the three-payment plan.

March 2022

March 7  **Midterm Grades Due:** 2 p.m. Deadline for faculty to enter midterm grades.

March 8  Students may view midterm grades on ASAP.

March 14-18  **Spring Break.** Classes do not meet. University offices will be open March 14-18.

March 28  **Drop Deadline**
Last day for all students (undergraduate and graduate) to drop an individual course via ASAP and receive an automatic “W.”

March 29 – April 29  **Withdraw 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.

March 31  Final installment payment is due for students who select the three-payment plan.

April 2022

April 18  Student Course Evaluations OPEN in ASAP at 8 a.m.

April 29  Deadline to choose credit/no-credit grading option (undergraduate only).
Spring 2022 Academic Calendar

April 29  **Withdraw/ 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/

May 2022

May 2  **Student Course Evaluations CLOSE in ASAP at Midnight**

May 3  **Last Day of Classes**

May 4  **Student Study Day.** Classes do not meet.

May 5-11  ***Final Exams.*** No Final Exams on Saturday or Sunday.

May 11  **End of Term for Spring 2022 Semester**
Year-old Incomplete (“I N”) grades convert to “F” at 5 p.m. (undergraduate courses only)

TBD  **Commencement Ceremonies**
Visit the [Commencement Webpage](https://onestop.utsa.edu/forms/registrar/) and click desired ceremony for details.

May 16  **Final Grades Due;** 2 p.m. Deadline for faculty to enter final grades.

May 17  **Students may view grades on ASAP.**

July 2022

July 15  **Deadline for Fall undergraduate degree candidates** to apply for graduation.
Visit the [Graduation Webpage](https://onestop.utsa.edu/forms/registrar/) for more information.

**First 8-week Term (B5): January 18 - March 11, 2022**

**January 11**  **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.

**January 17**  Last day to withdraw from all classes in the first 8-week (B5) term and receive a 100% refund of tuition and fees.

**January 18**  **First day of 8-week (B5) term classes**

**January 18**  **Waitlisting ends**

**January 19**  Last day to add a class or late register for the first 8-week (B5) term.

**January 20**  Last day to withdraw from all classes in the first 8-week (B5) term and receive an 80% refund of tuition and fees.

**January 24**  Deadline for students to bring an approved Challenge Examination form to the One-Stop and take the exam.

**January 25**  **Census Date, 5 p.m., for the first 8-week (B5) 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.**

**January 25**  Last day to withdraw from all classes in the first 8-week (B5) term and receive a 50% refund of tuition and fees.
## Spring 2022 Academic Calendar

**February 14**  
**Drop Deadline**  
Last day to drop an individual course in the first 8-week (B5) term and receive a grade of “W”.

**February 14**  
Deadline to choose **credit/no credit grading option** (undergraduate only).

**February 28**  
Student Course Evaluations OPEN in ASAP at 8 a.m.

**March 7**  
Student Course Evaluations CLOSE in ASAP at Midnight.

**March 8**  
**Withdrawal/Automatic “W” Deadline**  
Deadline to withdraw from the first 8-week (B5) term (drop all classes) and receive a grade of “W” for each class.

**March 10**  
Last day of classes for the first 8-week (B5) term. No Study Days in 8-week terms.

**March 11**  
**Final Exams for the first 8-week (B5) term.** Final exams are held during class time.

**March 16**  
Final Grades Due; 2 p.m. Deadline for faculty to enter final grades for the first 8-week (B5) term.

### Second 8-Week Term (B6): March 21 - May 11, 2022

**March 15**  
**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.

**March 20**  
Last day to withdraw from all classes in the second 8-week (B6) term and receive a **100% refund** of tuition and fees.

**March 21**  
**First day of second 8-week (B6) term classes**

**March 21**  
**Waitlisting ends**

**March 22**  
Last day to add a class or **late register** for the second 8-week (B6) term.

**March 23**  
Last day to withdraw from all classes in the second 8-week (B6) term and receive an **80% refund** of tuition and fees.

**March 25**  
Deadline for students to bring an approved **Challenge Examination** form to the One-Stop and take the exam.

**March 28**  
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 term classes.

**March 28**  
**Census Date, 5 p.m., for the second 8-week (B6) 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.**

**March 28**  
Last day to withdraw from all classes in the second 8-week (B6) term and receive a **50% refund** of tuition and fees.

**April 15**  
**Drop Deadline**  
Last day to drop an individual course in the second 8-week (B6) term and receive a grade of “W”.

**April 15**  
Deadline to choose **credit/no credit grading option** (undergraduate only).

**April 29**  
Student Course Evaluations OPEN in ASAP at 8 a.m.

**May 6**  
Student Course Evaluations CLOSE in ASAP at Midnight.

**May 6**  
**Withdrawal/Automatic “W” Deadline**  
Deadline to withdraw from the second 8-week (B6) term (drop all classes) and receive a grade of “W” for each class.

**May 10**  
Last day of classes for the second 8-week (B6) term. No Study Days in 8-week terms.

**May 11**  
**Final Exams for the second 8-week (B6) term.** Final exams are held during class time.

**May 16**  
Final Grades Due; 2 p.m. Deadline for faculty to enter final grades for the second 8-week (B6) term.
**Drop/ Withdraw timeframe rules**

Students, both undergraduate and graduate, may drop an individual class through the Drop Deadline. The long term (16 weeks) and the 8-week terms have different drop deadlines, please see the dates listed above.

**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 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 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.