

# DATES AND DEADLINES (2018-2019)

Updated August 2018

<b>AUGUST 2018</b>	<b>SEPTEMBER 2018</b>
<ul style="list-style-type: none"> <li>6 - Early Start Fall Courses Begin</li> <li>10 - Campus Visit Day</li> <li>10 - New Faculty Orientation (new full-time)</li> <li>13 - University Workshop Opening University Faculty Meeting (approx. 2:30 pm - AT Theatre)</li> <li>15 - Promotion &amp; Tenure materials due to Chair Faculty self-evaluations are due to chair</li> <li>14 - 19 New Student Welcome Week</li> <li>19 - Opening Convocation (7:30 p.m./KFAC)</li> <li>20 - Course syllabi due to Dean's Office</li> <li>20 - Fall 2018 Term 16 Week Courses Begin</li> <li>27 - Last Day to Enroll in Fall 2018 Semester</li> <li>31 - Last Day to Add a Fall 2018 16 Week Course</li> </ul>	<ul style="list-style-type: none"> <li>3 - Labor Day Holiday</li> <li>12 - Deadline for Finalized Spring 2019 Schedule</li> <li>15 - Chair forwards a summary of Departmental recommendation on approval or denial of Promotion /Tenure case to Dean</li> <li>22 - Response (if any) from applicant to Chair regarding promotion/tenure letter</li> <li>25 - Chair evaluations of Faculty due to Dean</li> <li>28 - Last Day to Exercise P-D-F Option</li> </ul>
<b>OCTOBER 2018</b>	<b>NOVEMBER 2018</b>
<ul style="list-style-type: none"> <li>5 - Begin entry of ISBN numbers for Spring 2019 Textbooks</li> <li>6 - Homecoming and Family Weekend</li> <li>8 - Campus Visit Day</li> <li>11 - 14 Fall Break</li> <li>12 - Spring and Summer Incomplete Grades Due</li> <li>15 - Dean's letter forwarded to Provost on Promotion/Tenure - Classes Resume</li> <li>19 - Deadline of ISBN numbers for Spring 2019 Textbooks - Deadline for Tentative Fall 2019 Schedule - Mid-Term Grades Due</li> <li>22 - Response (if any) from applicant on Dean's letter on promotion/tenure</li> <li>25 - Feedback from dean on evaluation due to faculty</li> <li>29 - Promotion/Tenure packets forwarded to Advisory Committee from Provost</li> </ul>	<ul style="list-style-type: none"> <li>6 - Scheduling Day</li> <li>7 - Last Day to Withdraw from a Course and Receive "W" Grade - Early Registration for January Immersion &amp; Spring 2019</li> <li>17 - Campus Visit Day</li> <li>21 - 25 Thanksgiving Recess</li> <li>26 - Classes Resume</li> </ul>
<b>DECEMBER 2018</b>	<b>JANUARY 2019</b>
<ul style="list-style-type: none"> <li>1 - Academic leave requests due to Deans</li> <li>7 - Last Day of Class</li> <li>9 - December Commencement (2:00 P.M.)</li> <li>10 - 14 - Final Exams</li> <li>15 - Promotion &amp; Tenure Committee forwards recommendations to Provost - Academic leave recommendations from Deans due to Provost</li> <li>17 - Winter Immersion Early Start Courses Begin</li> <li>21 - All Grades are Due for Fall 2018</li> <li>22 - Response (if any) from applicant on Committee's letter on promotion/tenure</li> </ul>	<ul style="list-style-type: none"> <li>2 - 18 - Winter Immersion Courses Begin</li> <li>2 - 20 - Validation</li> <li>7 - Early Start Spring Courses Begin</li> <li>15 - Provost forwards recommendation to President on promotion/tenure</li> <li>21 - Visit Day (MLK day)</li> <li>22 - Course syllabi due to Dean's Office</li> <li>22 - Spring 2019 16 Week Courses Begin - 3 Yr. growth plans of 1<sup>st</sup> Year faculty due</li> <li>28 - Last Day to Enroll in Spring 2019 Semester</li> </ul>

<p style="text-align: center;"><b>FEBRUARY 2019</b></p> <p>1 - Last Day to Add a Spring 2019 16 Week Course  6 - Deadline for Final Fall 2019 Schedule  18 - Visit Day for Admissions</p> <p>After BOT Meeting - President notifies applicants of recommendation for promotion/tenure  - Sabbatical leaves are announced</p>	<p style="text-align: center;"><b>MARCH 2019</b></p> <p>1 - Last Day to Exercise P-D-F  4 - Begin Entry for ISBN Numbers for Fall 2019 Textbooks  9 - 17 - Spring Break  15 - Fall Incomplete Grades Due  18 - Classes Resume  22 - Mid-Term Grades Due  - Deadline for Tentative Spring 2020 Schedule  - Deadline for ISBN Numbers for Fall 2019 Textbooks</p>
<p style="text-align: center;"><b>APRIL 2019</b></p> <p>19 - 21 - Good Friday/Easter Holiday  22 - Classes Resume  6 - Campus Visit Day  9 - Scheduling Day  10 - Last Day to Withdraw from a Course and Receive "W" Grade  - Early Registration for Summer and Fall 2019  25 - Honors Convocation  26 - Celebration of Scholarship Day  Freshman Focus Honors Conference  Research Poster Symposium  27 - James Millikin Scholar Senior Recognition Day</p>	<p style="text-align: center;"><b>MAY 2019</b></p> <p>10 - Last Day of Class  13 - 17 - Final Exams  18 - Commencement (Graduate 7:00 P.M.)  19 - Commencement (Undergraduate 2:00 P.M.)  20 - Summer Immersion Begins  24 - All Grades are Due for Spring 2019</p>
<p style="text-align: center;"><b>JUNE 2019</b></p>	<p style="text-align: center;"><b>JULY 2019</b></p>