

2024-2025
INSTITUTIONAL/ACADEMIC YEAR CALENDAR

Meetings and Due Dates

AUGUST 2024

2	F	Financial Arrangements Due Date
10	Sat	12-week Summer session ends
12	M	Last day to withdraw from a 2 nd 8-week class with a W
13	T	Grades due by noon for 12-week Summer session entered online, to the RSRO
12-13	M-T	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
15	TR	(New) Part-Time Faculty Orientation & Workshop, 6:00 PM - 8:00 PM, Whitfield Conference Room
15-16	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
19	M	Faculty Retreat, 9:00 AM - 1:00 PM, Whitfield Conference Room (New) Full Time Faculty Orientation with Provost, 1:30 PM – 3:00 PM, Whitfield Conference Room
22	R	New Student Move-In Convocare, 3:45 PM – 5:15 PM, QUAD
22-25	R-Sun	New Student Orientation
23	F	Faculty Leadership Council Officer Meeting, 12:00 PM – 1:30 PM, ORI 200
24	Sat	August Degree Conferral Returning Student Move-In
25	Sun	2 nd 8-week Summer session ends
26	M	16-week Fall session begins 1 st 8-week Fall session begins
27	T	Grades due by noon for 2 nd 8-week Summer session entered online, to the RSRO
29	R	Last day to register, add or change sections for 1 st 8-week session
30	F	Class Syllabi are due in the Academic Affairs Office – Fall 2024 Term Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200

SEPTEMBER 2024

2	M	Labor Day – University Closed
3	T	Last day to register, add, or change sections for the 16-week session Last day to choose credit/no credit grading option 2025-2026 Catalog Opens for Editorial Changes
5	R	Census Date 1 st 8-week & 16-week sessions Last day to drop 1 st 8-week or 16-week session classes with a W and with 100% tuition refund (Census Date)
6	F	Faculty Leadership Council Officer Meeting, 12:00 PM – 1:30 PM, ORI 200
10	T	Last day to drop 1 st 8-week class or 16-week session classes with 50% tuition refund
13	F	IS proposed classes for FA25, SP26 and SU26 due, Academic Affairs Office Faculty Leadership Council Meeting, 12:00 PM -1:30 PM, ORI 200
16	M	“Intent to Apply for Credit for Prior Learning” due, Academic Affairs Office
16	M	Faculty Support Grants application due, Round I, Academic Affairs office Faculty Sabbatical Applications due, Academic Affairs Office Last day to Submit rank promotion applications to Deans
16	M	Last Day to file a formal request for a grade appeal hearing for Spring and Summer 2024, due by 5:00 PM in the Academic Affairs Office.
18	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
20	F	Last day for Instructors to change incomplete (I) grades for SU24, RSRO Faculty Assembly Meeting, 12:00 PM - 2:00 PM, ORI 117

23	M	Last day for School/College Deans to submit rank promotion applications to the Academic Affairs Office Progress Reports Due
27	F	Faculty evaluations for 2023-2024 due, Academic Affairs Office Faculty goals for 2024-2025 due, Academic Affairs office Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
23-29	M-Sun	Homecoming Week
28	Sat	ViewAU
OCTOBER 2024		
Sept 30-4	M-F	FA/SU 25 Class Schedule due to RSRO; The first check is to be completed by the deans.
Sept 30-11		Spring Registration Open for Seniors
4	F	Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200
7	M	Faculty Support Grants application due, Round II, Academic Affairs office Faculty Scholarship Release Time Grants, Round I (Fall semester of the next academic year) Online Class Development Grants, Round I (Fall semester of the next academic year) Sabbatical Recommendations forwarded to Provost Distinguished Scholar nominations due, Academic Affairs Office Jeanne Lilling Patterson Faculty Innovation Grant submissions due Last day to withdraw from a 1 st 8-week session class with a W
8	T	Textbook entry due online for Spring 2025
10-11	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
14	M	Credit for Prior Learning portfolios due to the Academic Affairs Office
14-15	M-T	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
16	W	Academic Affairs Council, 2:00 PM - 4:00 PM, Barefoot Conference Room
18	F	Avila Day – University Closed
14-25		Spring Registration for Juniors
20	Sun	1 st 8-week Fall session ends
21	M	2 nd 8-week Fall session begins
22	T	Mid-Semester Grades due by noon for the 16-week session entered online, to the RSRO Final grades due by noon for the 1 st 8-Week session entered online, to the RSRO
24	R	Last day to register, add, or change sections for the 2 nd 8-week session
25	F	Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200
26	Sat	Spanish Visit Day
28-Nov 8		Spring Registration for Sophomores
28	M	Sabbatical Recommendations forwarded to the President
31	R	Last day to drop a 2 nd 8-week session class with a W and 100% tuition refund Census Date
NOVEMBER 2024		
1	F	Faculty Leadership Council Officers Meeting, 12:00 PM - 1:30 PM, ORI 200
2	Sat	ViewAU
4	M	Sabbatical determinations sent to applicants
5	T	Last day to drop a 2 nd 8-week session class with 50% tuition refund
8	F	Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200 First Generation College Celebration Day
11	M	Last day to withdraw from a 16-week session class with a W

11-27		Spring Registration for Freshmen
12	T	Undergraduate and graduate students Graduation applications are due for those participating in May 2024 Commencement
12	T	Undergraduate and graduate students Graduation applications are due for December graduates not participating in May 2024 Commencement
13	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
15	F	Faculty Assembly Meeting, 12:00 PM – 2:00 PM, ORI 117 Metropolitan Community College Transfer Day
22	F	Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
25	M	Last day to withdraw from a 2 nd 8-week session class with a W
27-29	W-F	Thanksgiving Break – University Closed
1-30		FA/SU 25 Schedule Entry in Jenzabar in RSRO, updates not allowed but edits accepted
DECEMBER 2024		
2	M	Spring Registration begins for new and transfer students
6	F	Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200
5-6	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM., Whitfield Conference Room
9-13	M-F	Final Exams Week
11	W	Academic Affairs Council, 10:00 AM – 12:00 PM, Barefoot Conference Room
13	F	Housing closes for Winter Break, 3:00 PM
12-13	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
15	Sun	16-week Fall session ends 2 nd 8-week Fall session ends
16	M	Winter Intersession begins
17	T	Grades due by noon for 16-week session entered online, to the RSRO Grades due by noon for 2 nd 8-week session entered online, to the RSRO
18	W	Last day to register, add or change sections for Winter Intersession
19	R	Last day to drop a Winter Intersession class without a W and with 100% tuition refund (Census Date)
20	F	Last day to drop a Winter Intersession class with 50% tuition refund
30	M	Last day to drop a Winter Intersession class with a W
31	T	December Degree Conferral
1-31		FA/SU 25 Schedule Update/Revision Period Open, send to RSRO
23-31	M-T	Christmas/ New Year Break – University Closed
JANUARY 2025		
1	W	New Year's Day – University Closed
2	R	Financial Arrangements Due Date (New) Part-Time Faculty Orientation & Workshop, 6:00 PM - 8:00 PM, Whitfield 509
4	Sat	Last day of Winter Intersession Residence Halls Open
6	M	1 st 8-week Spring session begins 16-week Spring session begins
7	T	Grades due by noon for Winter Intersession entered online, to the RSRO
9	R	Last day to register, add, or change sections for the 1 st 8-week session
10	F	Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
13	M	Last day to register, add or change sections for the 16-week session
15	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
16	R	Last day to drop 1 st 8-week class or 16-week session classes with a W and with 100% tuition refund (Census Date)
17	F	Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200

20	M	Martin Luther King Jr Day – University Closed
21	T	Last day to drop a 1 st 8-week or 16-week class with 50% tuition refund Last day to submit Mid-Term Portfolios for Third Year Review of Tenure Class syllabi for Spring 2025 Semester due in Academic Affairs Office
24	F	Last day for Instructors to change incomplete (I) grades for FA 24. Grades due in RSRO Faculty Leadership Council Officers Meeting, 12:00 PM - 1:30 PM, ORI 200
25	Sat	Admitted Student Visit Day
27	M	Last day to file a formal request for a hearing to appeal a grade for FA 24, Academic Affairs Office
29	W	Graduation Application for both Undergraduate and Graduate for March graduates who are not planning on participating in May 2024 commencement Ceremonies are due in RSRO.
31	F	Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200
1-31		FA/SU 25 Schedule Update/Revision Period Open, send to RSRO
FEBRUARY 2025		
3	M	Progress Reports Due SU/FA 25 Course Schedule Published
3-7	M-F	FA/SU 25 Course Schedule Final Update Period Closed
7	F	Faculty Assembly Meeting, 12:00 PM – 2:00 PM, ORI 117
10	M	Faculty Support Grants application due, Round III, Academic Affairs Office Distinguished Scholar Applications due “Intent to apply for Prior Learning” due in the Academics Affairs Office
14	F	Faculty Leadership Council Officers Meeting, 12:00 PM - 1:30 PM, ORI 200 2025-2026 Catalog Changes Due for Programs & Classes
17	M	Summer and Fall Registration begins for Seniors & Post Baccalaureate students Last day to withdraw from 1 st 8-week session classes with a W Scholar Day – Office of Admission
19	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
21	F	Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200
20-21	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
27	R	SP 25 Class Schedule due to RSRO; The first check is to be completed by the deans.
28	F	Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
27-28	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
MARCH 2025		
2	Sun	1 st 8-week Spring session ends
3	M	2 nd 8-week Spring session begins Summer and Fall Registration begins for Juniors
4	T	Grades due by noon for the 1 st 8-week session entered online, to the RSRO Grades due by noon for Midterms Traditional 16-week classes entered online, to the RSRO
6	R	Last day to register, add or change sections for the 2 nd 8-week session
7	F	Textbook Entry due, Summer Traditional and CIPGS Faculty Leadership Council Meeting, 12:00 PM-1:30 PM, ORI 200
13	R	Last day to drop a 2 nd 8-week class with no W and 100% tuition refund (Census Date)
10-14	M-F	Spring Break – No Classes
18	T	Last day to drop a 2 nd 8-week session class with 50% tuition refund
21	F	Graduation applications for both <u>undergraduate and graduate</u> for May graduates not participating in May 2025 commencement ceremonies due in RSRO. Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200
17	M	Credit for Prior Learning Portfolio due, Academic Affairs Office
19	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
24	M	Summer and Fall Registration begins for Sophomores

27	R	Sophomore/Junior Visit Day (tentative)
28	F	Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
1-30		SP 25 Schedule Entry in Jenzabar in RSRO, updates not allowed but edits accepted
APRIL 2025		
4	F	Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200
7	M	Last day to withdraw from 16-week session classes with a W Summer and Fall Registration begins for First Year students
8	T	Transfer Tuesday
10	R	Student Scholar Day, 9:00 AM – 5:00 PM, Whitfield Conference Room
11	F	Due Dates for editorial changes to the 2025-2026 Catalog to be completed. Faculty Assembly Meeting, 12:00 PM – 2:00 PM, ORI 117
14	M	Faculty Scholarship Summer Grants (for grants applied for Rat took place after June 30 and before the first faculty scholarship grant deadline) Faculty Scholarship Support Grant applications due, Round IV, Academic Affairs Office Faculty Scholarship Release Time Grants, Round IV (Spring semester of the next academic year at the time of the application)
14	M	Textbook entry due for Fall 2025 Traditional and CIPGS Summer and Fall Registration opens for transfer students
16	W	Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
18	F	Good Friday, Easter Break – University Closed, No classes
21	M	Last day to withdraw from 2 nd 8-week classes with a W
21-22	M-T	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
25	F	Faculty Leadership Council Meeting, 12:00 PM – 1:30 PM, ORI 200
24-25	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
28	M	Graduation applications for both <i>undergraduate and graduate</i> for June graduates not participating in May 2024 commencement ceremonies due in RSRO.
28-2	M-F	Finals Week
1-30		SP 25 Schedule Entry in Jenzabar in RSRO, updates not allowed but edits accepted
MAY 2025		
2	F	Residence Halls close for Summer Break, 3:00 PM Faculty Leadership Council Officers Meeting, 12:00 PM – 1:30 PM, ORI 200
3	Sat	Commencement Ceremony
4	Sun	16-week Spring session ends 2 nd 8-week Spring session ends
5	M	1 st 8-week Summer session begins Residence Halls open for Graduate students
6	T	Grades due by noon for 16-week and 2 nd 8-week classes entered online, to the RSRO
8	R	Last day to register, add or change sections for 1 st 8-week session
9	F	Faculty Assembly Meeting, 12:00 PM – 2:00 PM, ORI 117
14	W	Faculty Leadership Council Meeting, 12:00 PM - 1:30 PM, ORI 200 Academic Affairs Council, 2:00 PM – 4:00 PM, Barefoot Conference Room
15	R	Last day to withdraw from 1 st 8-week with without a W and with 100% tuition refund (Census Date)
19	M	12-week session begins Residence Halls open for Undergraduate students
21	W	Last day to drop a 1 st 8-week Summer session class with 50% tuition refund
22	R	Last day to register, add, or change sections for 12-week session SOAR (Student Orientation, Advising and Registration) for Fall, Office of Admission
23	F	SOAR (Student Orientation, Advising and Registration) for Fall, Office of Admission
26	M	Memorial Day – University Closed

29	R	Last day to withdraw from 12-week session class with no W and with 100% tuition refund (Census Date)
1-31		SP 25 Schedule Update/Revision Period Open, send to RSRO
JUNE 2025		
2	M	Due Date for any documentation from May Academic Affairs Council needs to be added to the 2025-2026 Catalog
3	T	Last day to withdraw from a 12-week session class with 50% tuition refund
9	M	Schools/College Annual Reports for the academic year 2024-2025 due, Academic Affairs Office
12	R	Graduation Application for both Undergraduate and Graduate for AUGUST graduates who are not planning on participating in May 2025 Commencement Ceremonies are due in RSRO. SOAR (Student Orientation, Advising and Registration) for Fall, Office of Admission
13	F	SOAR (Student Orientation, Advising and Registration) for Fall, Office of Admission
16	M	Last day to withdraw from 1 st 8-week session class with a W
19	R	Juneteenth – University Closed
20	F	Last Day for instructor to change incomplete (I) grade from Spring 2024 term due, RSRO.
23-24	M-T	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
26-27	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
29	Sun	Last day of 1 st 8-week Summer session
30	M	2 nd 8-week Summer session begins June Degree Conferral
1-30		FA/SU 25 Schedule Update/Revision Period Open, send to RSRO
JULY 2025		
1	T	2025-2026 Academic Catalogs go live Grades due by noon for 1 st 8-week Summer session entered online, to the RSRO
3	R	Last day to withdraw from 2 nd 8-week session without a W and with 100% tuition refund
4	F	Independence Day Holiday (observed) – University Closed
7	M	Summer 2025 syllabi due, Academic Affairs Office
10	R	Last day to withdraw from 2 nd 8-week session without a W and with 100% tuition refund (Census Date)
15	T	Last day to withdraw from 2 nd 8-week class with 50% tuition refund
17	R	Summer Sizzle, Office of Admission
21	M	Last day to withdraw from 12-week Summer session with a W
AUGUST 2025		
1	F	Financial Arrangements Due Date
9	Sat	12-week Summer session ends
11	M	Last day to withdraw from a 2 nd 8-week class with a W
12	T	Grades due by noon for 12-week Summer session entered online, to the RSRO
14-15	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
21-22	R-F	Hybrid Residency Program, 8:00 AM – 5:00 PM, Whitfield Conference Room
23	Sat	2 nd 8-week Summer session ends
24	Sun	August Degree Conferral
26	T	Grades due by noon for 2 nd 8-week Summer session entered on-line, to the RSRO
1-31		SP 25 Schedule Update/Revision Period Open, send to RSRO