MEMORANDUM

TO: Dr. Mark H. Weichold
   Associate Provost for Undergraduate Programs
   and Academic Services

SUBJECT: Academic Calendar

Please find attached a copy of the Proposed 2003-2004 and the Proposed Abbreviated 2004-2005 Academic Calendars. I ask you to review these calendars carefully. If there are any questions or changes you wish to discuss, please call me at 845-1145.

There are a couple of dates and times in the Proposed 2003-2004 Academic Calendar that needs to be called to your attention.

1. Fall 2003, Thursday, October 2 will be Academic Convocation. Classes will be held. This will not be a faculty/staff holiday.

2. Fall 2003, we will call for all non-degree candidate grades on Friday, December 19 at noon. Christmas holidays begin the following Wednesday and this deadline is needed in order to give our staff time to process the grades and distribute necessary reports for the deans to review over the Christmas holidays.

Please distribute these calendars for discussion at the August 14 AOC meeting. Please let me know if you have any questions.

Donald D. Carter
Registrar

c: Dr. William Perry, Executive Associate Provost
   Mr. Robert H. Strawser, Speaker, The Faculty Senate
   Dr. Tom Blasingame, Academic Affairs Committee, The Faculty Senate
# Proposed 2003-2004 Academic Calendar

## Fall Semester 2003*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 29</td>
<td>Friday. Last day to register for fall semester classes and pay fees.</td>
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<tr>
<td>September 1</td>
<td>Monday. First day of fall semester classes.</td>
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<td>September 4</td>
<td>Thursday. Last day for dropping courses with no record.</td>
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<tr>
<td>September 5</td>
<td>Friday. Last day for adding courses for the fall semester.</td>
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<tr>
<td>September 12</td>
<td>Friday. Last day to apply for all degrees to be awarded in December.</td>
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<tr>
<td>October 2</td>
<td>Thursday. Academic Convocation. Classes will be held.</td>
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<tr>
<td>October 20</td>
<td>Monday. Mid-semester grades due in Registrar’s Office, noon.</td>
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<tr>
<td>November 7</td>
<td>Friday. Last day for all students to drop courses with no penalty (Q-drop). Last day to change Kinesiology 198/199 to S/U grade on BONFIRE. Last day to officially withdraw from the University.</td>
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<tr>
<td>November 27 - 28</td>
<td>Thursday - Friday. Thanksgiving. Faculty and Staff holiday.</td>
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<tr>
<td>December 8</td>
<td>Monday. Redefined day, students attend their Friday classes.</td>
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<tr>
<td></td>
<td>Dead day, classes meet but no major exams.</td>
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<tr>
<td>December 9</td>
<td>Tuesday. Last day of fall semester classes.</td>
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<tr>
<td></td>
<td>Redefined day, students attend their Thursday classes.</td>
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<tr>
<td></td>
<td>Dead day, classes meet but no major exams.</td>
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<tr>
<td>December 10 - 11</td>
<td>Wednesday - Thursday. Reading days, no classes.</td>
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<tr>
<td>December 12, 15 - 17</td>
<td>Friday, Monday - Wednesday. Fall semester final examinations for all students.</td>
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<tr>
<td>December 19**</td>
<td>Friday. Final grades for all students due in Registrar’s Office, noon. Last day for December undergraduate degree candidates to apply for $1000 Tuition Rebate, 5 p.m.</td>
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<tr>
<td>December 19 - 20</td>
<td>Friday - Saturday. Commencement and Commissioning.</td>
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<tr>
<td>December 24 - 31</td>
<td>Wednesday - Wednesday. Faculty and Staff holiday.</td>
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</tbody>
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*All dates and times are subject to change.  

**To have sufficient time to process grades and send data to deans and students, all final grades need to be received by noon on this date.*

Proposed 8/05/02 (OAR)
Spring Semester 2004*

January 1 - 2  Thursday - Friday.  Faculty and Staff holiday.
January 16  Friday.  Last day to register for spring semester classes and pay fees.
January 19  Monday.  Martin Luther King, Jr. Day.  Faculty and Staff holiday.
January 20  Tuesday.  First day of spring semester classes.
January 23  Friday.  Last day for dropping courses with no record.
January 26  Monday.  Last day for adding courses for the spring semester.
January 30  Friday.  Last day to apply for all degrees to be awarded in May.
March 8  Monday.  Mid-semester grades due in Registrar’s Office, noon.
March 15 - 19  Monday - Friday.  Spring break.
March 18 - 19  Thursday - Friday.  Faculty and Staff holiday.
April 5  Monday.  Last day for all students to drop courses with no penalty (Q-drop).
                   Last day to change Kinesiology 198/199 to S/U grade on BONFIRE.
                   Last day to officially withdraw from the University.
April 5 – April 19  Monday - Monday.  Preregistration for the 2004 first term, second term,
                   10-week summer semester and fall semester.
April 9  Friday.  Reading day, no classes.
April 21  Wednesday.  Muster.  Campus ceremony.
May 3  Monday.  Dead day, classes meet but no major exams.
May 4  Tuesday.  Last day of spring semester classes.
                   Redefined day, students attend their Friday classes.
                   Dead day, classes meet but no major exams.
May 5 - 6  Wednesday - Thursday.  Reading days, no classes.
May 7, 10 - 12  Friday, Monday - Wednesday.  Spring semester final examinations for all students.
May 14  Friday.  Last day for May undergraduate degree candidates to apply for $1000
                   Tuition Rebate, 5 p.m.
May 14 - 15  Friday - Saturday.  Commencement, Commissioning, and Final Review.
May 17  Monday.  Final grades for all students due in Registrar’s Office, noon.

*All dates and times are subject to change.  Proposed 8/05/02 (OAR)
Summer Session 2004*

May 28  Friday.  Last day to register for first term and 10-week semester and pay fees.
May 31  Monday.  Memorial Day.  Faculty and Staff holiday.
June 1  Tuesday.  First day of first term and 10-week semester classes.
June 3  Thursday.  Last day for dropping courses with no record for the first term and 10-week semester.
June 4  Friday.  Last day for adding courses for the first term and the 10-week semester.
Last day to apply for degrees to be awarded in August for students completing degree requirements in the first term.
June 21 Monday.  Last day for all students to drop courses with no penalty for the first term (Q-drop).
Last day to change Kinesiology 198/199 to S/U grade on BONFIRE for first term.
Last day to officially withdraw from the University for first term.
July 2  Friday.  Last day of first term classes.
July 5  Monday.  First term final examinations.  No 10-week semester classes.
Last day to register for the second term and pay fees.
July 6  Tuesday.  First day of second term classes.
July 8  Thursday.  First term final grades due in Registrar’s Office, noon.
Last day to drop courses with no record for the second term.
July 9  Friday.  Last day for adding courses for the second term.
Last day to apply for all degrees to be awarded in August for students completing degree requirements in the second term or 10-week semester.
July 20 Tuesday.  Last day for all students to drop courses with no penalty for the 10-week semester (Q-drop).
Last day to officially withdraw from the University for 10-week semester. July 26  Monday.  Last day for all students to drop courses with no penalty for the second term (Q-drop).
Last day to change Kinesiology 198/199 to S/U grade on BONFIRE for second term.
Last day to officially withdraw from the University for second term.
August 9 Monday.  Last day of second term and 10-week semester classes.
August 10 - 11  Tuesday - Wednesday. Second term and 10-week semester final examinations for all students.
August 12       Thursday. Grades for degree candidates from departments due in Registrar’s Office, noon.
August 13       Friday. Last day for August undergraduate degree candidates to apply for $1000 Tuition Rebate, 5 p.m.
August 13 -14   Friday - Saturday. Commencement and Commissioning.
August 16       Monday. Final grades for second term and 10-week semester due in Registrar’s Office, noon.

*All dates and times are subject to change.*

(OAR) Proposed 08/05/02
PROPOSED, ABBREVIATED ACADEMIC CALENDAR, 2004-2005

*FALL, 2004

August 30  Monday. First day of fall semester classes.
December 7  Tuesday. Last day of fall semester classes.
December 8-9  Wednesday - Thursday. Reading days, no classes.
December 10, 13-15  Friday, Monday - Wednesday. Fall semester final examinations for all students.
December 17-18  Friday - Saturday. Commencement and Commissioning.

*SPRING, 2005

January 17  Monday. Martin Luther King, Jr. Day. Faculty and Staff holiday.
January 18  Tuesday. First day of spring semester classes.
March 14-18  Monday - Friday. Spring Break.
March 25  Friday. Reading day, no classes.
May 3  Tuesday. Last day of spring semester classes. Redefined day.
May 4-5  Wednesday - Thursday. Reading days, no classes.
May 6, 9-11  Friday, Monday - Wednesday. Spring semester final examinations for all students.
May 13-14  Friday-Saturday. Commencement, Commissioning, and Final Review.

*SUMMER SESSION, 2005

May 30  Monday. Memorial Day. Faculty and Staff holiday.
May 31  Tuesday. First day of first term and 10-week semester classes.
July 1  Friday. Last day of first term classes.
July 4  Monday. Independence Day. Faculty and Staff holiday.
July 5  Tuesday. First term final examinations. No 10-week semester classes.
July 6  Wednesday. First day of second term classes.
August 8  Monday. Last day of second term and 10-week semester classes.
August 9-10  Tuesday - Wednesday. Final examinations for the second term and 10-week semester.
August 12-13  Friday - Saturday. Commencement and Commissioning.

Proposed 8/05/02 (OAR)

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