

# FACULTY ADMINISTRATIVE CALENDAR

## FALL 2025

This calendar is subject to change. Please check for updates on the [Academic Affairs web](#) page.  
Revised: July 21, 2025

### FACULTY MEETINGS

Scheduled on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month 11:30 AM -12:30 PM

### DEPARTMENT CHAIR MEETINGS

Scheduled on the 2<sup>nd</sup> Tuesday of each month 11:30 AM -12:30 PM in Hepburn 113

**\*\*Meetings may be cancelled and/or rescheduled at the discretion of Faculty Council.  
Any changes in the schedule of meetings will be announced by e-mail by Faculty Council. \*\***

Fri., Jul. 25	<b>Admissions Visit Day.</b>
Fri., Aug. 1	<b>Deadline</b> for submission of Graduate applications for Fall 2025.
Thurs., Aug. 7	<b>Major/Minor Approvals</b> due from Department Chairs to Registrar's Office for August degree conferrals.
Thurs., Aug. 21	<b>New Faculty Orientation.</b>
Sat., Aug. 23	8:00–10:30 AM <b>Residential Buildings Open for First-year and Transfer Students.</b> (Residence Life will assign arrival times to each student.)
Sat., Aug. 23	<b>New Student Orientation Begins. Student Orientation runs from August 23-26.</b>
Sat., Aug. 23	3:00 PM <b>Matriculation Ceremony.</b> (Newell Field House)
Mon., Aug. 25	10:30 AM <b>New Graduate Student Orientation.</b> (Sykes)
Mon., Aug. 25	1:00 PM <b>Graduate Fall Registration Begins.</b>
Mon.-Thurs., Aug. 25-Sept. 4	<b>Graduate Advising Window.</b>
Mon.-Tues, Aug. 25 - 26	10:00 AM – 10:00 PM <b>Residential Buildings Open for Upper-class Students.</b> (Check-in at Sullivan Student Center.)
Tues., Aug. 26	<b>First FYP Class Meeting.</b>
Wed., Aug. 27	8:10 AM <b>Classes Begin.</b>
Wed., Aug. 27	<b>Graduate Classes Begin.</b>
Wed., Aug. 27	<b>Open:</b> Applications for students to apply for "Off-Campus Study" for AY 2026-2027, Fall 2026 and Spring 2027 are open in the Studio Abroad application system. Information and links are available on the CIIS website.
Wed., Aug. 27	4:30 PM <b>Convocation Ceremony.</b> (Enchanted Forest [Gunnison Chapel rain location])
Fri., Aug. 29	<b>Welcome Back Reception for Off-Campus Study Students</b> – Faculty and staff are invited to welcome back students from Spring 2025, Academic Year 2024-2025, and Summer 2025 off-campus study experiences.
Fri., Aug. 29	<b>Admissions Visit Day.</b>
Tues., Sep. 2	After the first two class meetings or the first three-hour class that meets once per

(Mon., Wed., Fri. classes) Wed., Sep. 3 (Tues., Thurs. classes)	week, instructors have the option to drop students for not attending and not communicating about extenuating circumstances or not making arrangements for missing classes, if the class has a maximum enrollment. The Registrar must be informed in writing of such action.
Thurs., Sep. 4	<p><b>Last day to:</b></p> <p>~<b>Change sections</b> within the same course.</p> <p>~<b>Submit an overload form</b> to the Registrar's Office (due by 4:30 PM).</p> <p>~<b>Add a course.</b></p> <p>~<b>Drop a course</b></p> <p>NOTE: 1. No record of adds/drops is made on the transcript through this date. 2. No tuition refund for over-credits is made for courses dropped after this date. 3. A student may <u>add or drop</u> a course after this date only by petition to the Academic Petitions Committee; if approved, the student is subject to a late schedule change fee of \$50. 4. A student may <u>withdraw</u> from a course until <b>November 6, 2025</b>, by filing a properly executed course withdrawal form in the Registrar's Office; notation of withdrawal appears on the transcript. Three and one-half units are required to maintain full time status. Students may exercise the option to <u>withdraw</u> from a course only twice before graduation. Students with an exceptional case may petition the Academic Petitions Committee.</p>
Mon., Sep. 8	<b>Adjunct Request Forms due to Academic Affairs.</b>
Wed., Sep. 10	<b>Course Spreadsheets (1<sup>st</sup> round)</b> for Spring 2026 sent to Department Chairs for review.
Fri., Sep. 12	<b>Corrected Final Class Rosters are Due.</b>
Fri., Sep. 12	<b>Final Grades for Spring and Summer Incompletes</b> are due in the Registrar's office. Must be submitted using a Grade Change form (end of 2 <sup>nd</sup> full week).
Mon., Sep. 15	<b>Open:</b> Student Applications for CIIS Travel Enrichment and Travel Research Grants are open in Studio Abroad (CIIS, Off-Campus Study).
Fri. - Sun., Sep. 19-21	<b>Laurentian Weekend and Parents Committee Fall Weekend.</b>
Fri., Sep. 19	3:00-4:30 PM <b>Summer Fellowship Presentations.</b> (Sykes)
Fri., Sep. 19	4:30-5:30 PM <b>Honors Reception.</b> (Sykes)
Fri., Sep. 19	<b>Deadline</b> for submission of new course proposals to the Academic Affairs Committee for Spring 2026 semester.
Fri., Sep. 19	5:30 PM <b>Phi Beta Kappa Induction Ceremony.</b> (Herring-Cole Feinstone Room)
Wed., Sep. 24	<b>Course Spreadsheets (1<sup>st</sup> round) with Changes from Department Chairs</b> for Spring 2026 are due in the Registrar's Office to Bobbi Smith.
Mon., Sep.29	<b>Deadline:</b> Faculty applications for Short-Term Travel Components, Spring 2026, are due in the Center for International and Intercultural Studies Office, CIIS.
Wed., Oct. 1	<b>Names of Faculty Nominated for Promotion</b> are due in the Dean's Office, Vilas 103.
Thurs., Oct. 9	<b>Off-Campus Study/Study Abroad Fair</b> , Center for International and Intercultural Studies. Sullivan Student Center. 11:30 AM-2:30 PM, Student Center. <i>(The Deadline for student applications to study off-campus for Fall 2026, Spring 2027, and AY 2026-27 is February 1, 2026.)</i>
Fri., Oct. 3	<b>Course Spreadsheets (2<sup>nd</sup> round)</b> for Spring 2026 sent to Department Chairs for additional review.

Fri., Oct. 10	<b>Course Spreadsheets (2<sup>nd</sup> round)</b> with changes from Department Chairs for Spring 2026 due in the Registrar's Office to Bobbi Smith.
Mon., Oct. 13	<b>Completed Tenure Files</b> are due in Dean's Office, Vilas 103.
Mon., Oct. 13	<b>Admissions Visit Day.</b>
Thurs. - Fri., Oct. 16-17	<b>Mid-Semester Break.</b> Residence halls remain open.
Mon., Oct. 20	<b>Mid-Semester Warning Grades are Due</b> in APR2 by midnight. This deadline is <u>important</u> for the computer run, to inform students of progress to date and for counseling by advisors. (These grades are visible to students in APR2.)
Mon., Oct. 20	<b>APR 2.0 Course Listing</b> for Spring 2026 available.
Thurs. - Sat., Oct. 23–25	<b>Fall Meeting of the Board of Trustees.</b>
Thurs.- Sun., Oct. 23-26	<b>Alumni Executive Council Fall Meeting.</b>
Sun., Oct. 26	<b>Off-Campus Study Pre-Departure MANDATORY Orientation.</b> Attendance required of all students accepted to Spring 2026 Off-Campus Study Programs.
Mon.-Fri., Oct. 27-Nov. 7	<b>Advising Period</b> begins for Spring 2026 for Undergraduate and Graduate registration and continues through <b>Fri., Nov. 7.</b>
Mon., Oct. 27	<b>Last Day for Faculty to Request a Change for a Course's Final Exam Date</b> from the Associate Dean for Faculty Affairs, Vilas 103.
Mon., Oct. 27	<b>Last Day for Faculty to Request Special Space Requirements for Final Exams</b> from Room Reservations.
Fri., Oct. 31	<b>Spring Semester Book Orders</b> are due at the Bookstore from the faculty.
Fri., Oct. 31	<b>Last Day for Students to Submit Instructor-approved Pass/Fail Form</b> to the Registrar's Office for processing. (End of the 9 <sup>th</sup> full week of classes)
Wed., Nov. 5	<b>Deadline:</b> Student applications for Travel Research and Enrichment Grants, for Spring 2026 Off-Campus Study, are due in the Studio Abroad application system (CIIS/Off-Campus Study).
Wed., Nov. 5	<b>Deadline:</b> Faculty/Staff Recommendations for Student Travel Research and Enrichment Grants related to Off-Campus Study, Spring 2026, are due in the Studio Abroad application system (CIIS).
Fri., Nov. 7	<b>Last Day to Withdraw</b> from a course (undergraduate and graduate level). (End of 10 <sup>th</sup> full week of classes)
Sun., Nov. 9	<b>Mosaic Visit Program (Admissions).</b>
Mon., Nov. 10	<b>Undergraduate Registration Begins.</b>
Mon., Nov. 10	<b>Graduate Registration Begins.</b>
Mon., Nov. 10	<b>Admissions Visit Day.</b>
Fri.-Sun. Nov. 14-16	<b>100<sup>th</sup> Anniversary of Saints Men's Hockey and Legends of Appleton.</b>
Sat., Nov. 15	<b>Augsbury/North Country Scholars Visit Day (Seniors nominated for ANCS).</b>

Fri., Nov. 21	5:00 PM <b>Residential Buildings Close for Thanksgiving Recess.</b>
Fri., Nov. 21	5:00 PM <b>Thanksgiving Recess</b> begins and continues through <b>Sun., Nov. 30.</b>
Sun., Nov. 30	8:00 AM <b>Residential Buildings Open.</b>
Mon., Dec. 1	8:30 AM <b>Classes Resume.</b>
Sat., Dec. 6	<b>Deadline:</b> Student applications for Summer 2026 off-campus study courses are due in the Studio Abroad application system (CIIS).
Sat., Dec. 6	<b>Deadline:</b> Faculty and Staff Recommendations for students applying to off-campus study courses for Summer 2026 are due in the Studio Abroad application system (CIIS).
Mon. - Thurs., Dec. 8-Dec.11	<b>Last Week of Classes.</b> No final exams, hour exams, or their equivalent are to be scheduled during this period or during Reading Days, December 12 <sup>th</sup> and 13 <sup>th</sup> . Exams begin December 14 <sup>th</sup> . Inasmuch as labs do not have scheduled exam periods, lab practicals may be given during the final week of classes.
Thurs., Dec. 11	<b>Last Day of Classes.</b>
Fri., Dec. 12	<b>Completed PSC Course Evaluations are Due</b> in the Dean's Office.
Fri. - Sat., Dec. 12-13	<b>Reading Days:</b> No final exams are to be given.
Sun., Dec. 14	<b>Final Examinations Begin.</b> Any faculty change of a final exam date/time from the Registrar's published final exam schedule must have been approved by Mon., Oct. 27th, by the Associate Dean for Faculty Affairs, Vilas 103.
Fri., Dec. 19	5:00 PM <b>Residential Buildings Close for Winter Break.</b>
Fri., Dec. 19	<b>Last Day of Final Examinations.</b>
Sat., Dec. 20	<b>Winter Break</b> begins.
Mon., Dec. 22	12:00 PM (Noon) <b>Deadline to Turn in Fall Semester Grades to the Registrar's Office. This deadline is important for the compilation of final grade reports and for determining academic standing of students.</b>
Thur., Jan. 1	<b>Deadline</b> for spring 2026 graduate admissions, for fall non-matriculated students continuing to matriculation and new non-matriculated students only.
Thur., Jan. 1	<b>Academic Standing Committee</b> meeting.
Tue., Jan. 6	9:00 AM <b>Appeals of Suspension</b> due.
Tue., Jan. 6	12:00 PM <b>Academic Standing Committee</b> meets to hear appeals for suspended students.
Mon., Jan. 12	10:00 AM <b>Residential Buildings Re-open for Spring 2026.</b>
Wed., Jan.14	<b>Classes Begin</b> Spring Semester.