Faculty Meetings are scheduled on the 1st and 3rd Tuesdays of each month at 4:30 p.m. in Hepburn Auditorium (H218).**

Department Chair Meetings are scheduled on the 2nd Tuesday of each month at 4:30 p.m. 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.**

Sun., Jan. 10  
Graduate Application deadline - for Educational Leadership Program & General Studies in Education Program ONLY for Spring semester admission.

Sun.-Mon., Jan. 17-18  
3rd Annual Career Connections Sophomore Boot Camp.

Mon., Jan. 18  
Residences open at noon.

Mon.-Tues., Jan. 18-19  
New Student Orientation.

Tues., Jan. 19  
Open Registration in APR2 is from Noon - 11:59 pm for any graduate or undergraduate students wishing to make schedule changes. Undergrad advising Drop-In session 2-4 pm in ODY.

Wed., Jan. 20  
First Day of Classes for undergraduate and graduate students.

Wed., Jan. 20  
Add/Drop begins for undergraduate and graduate students.

Tues., Jan. 26  
Last day for graduate level students to add/drop courses or make changes to course sections.

Thurs.-Fri., Jan. 28-29  
After the first two class meetings or the first three-hour class that meets once per week, instructors have the option to drop students for not attending or not making arrangements for missing classes if the class has a maximum enrollment. The Registrar must be informed in writing of such action. (M,W,F class drops due 1/26, T,TH class drops due 1/28.)

Thurs.-Sun., Jan. 28-Feb. 1  
Winter Meeting of the Alumni Council.
Thurs., Jan. 28

Last day for undergraduate students to:
- Add a course.
- Change sections within the same course.
- Last day for submitting the course overload form due to the Registrar’s office by 4:30 p.m.
- Drop a course.
  1. No record of adds and 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 add or drop 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 withdraw from a course until Friday, April 1st, 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 for full-time status.

Fri.-Sat., Jan. 29-30

Parents Committee Winter Weekend.

Sat., Jan. 30

Deadline for faculty and staff evaluations for students applying for the International Student Exchange Program (ISEP for Fall 2016) - due in Center for International and Intercultural Studies.

Mon., Feb. 1

Deadline for faculty and staff evaluations for students applying for off-campus SUMMER programs - due in Center for International and Intercultural Studies.

Mon., Feb. 1

Large Faculty Grant proposals are due in the Associate Dean for Faculty Affairs Office, Vilas Hall 103, or can be sent to acadian@stlawu.edu.

Tues., Feb. 2

New courses for approval must be submitted to the chair of the Academic Affairs Committee.

Wed., Feb. 3

SLU Fellowship and Tanner Fellowship applications due by midnight.

Mon., Feb. 8

Corrected final class rosters are due in Instructional Resources tab in Fac/Staff Portal.

Fri., Feb. 12

1st round Fall course worksheets are due in Registrar’s Office.

Mon., Feb. 15

Letters of evaluation and materials for tenure and/or promotion consideration are due in the Dean’s Office, Vilas Hall 103, by 4:30 p.m.

Mon., Feb. 15

Admissions Visit Day.
Mon., Feb. 15  CIIIS Faculty/Student Fellows proposals due in the Center for International/Intercultural Studies.

Thurs.-Fri., Feb. 18-21  Mid-winter Break

Sat., Feb. 20  Deadline for faculty and staff evaluations for students applying for off-campus programs due in Center for International and Intercultural Studies.

Mon.-Fri., Feb. 22-26  Sophomore Major and Minor declaration week. Students who are in the second semester of their sophomore year must declare a major or receive permission to postpone from the Associate Dean for Academic Advising. Students should take a copy of their academic transcripts to the department(s) of their intended major(s) this week and have their major declaration cards signed. Students must submit major declaration cards to Academic Advising (3 Whitman Annex, or use the Whitman Annex drop box on the porch) by 4:30 p.m. on Friday, March 4th. Departments which collect major cards need to have them to Academic Advising by Friday, March 4th. Advisors will review the process of choosing a major/minor with sophomore advisees. NOTE: Seniors should make final major and/or minor changes prior to Monday, April 4th.

Thur.-Sat., Feb. 25-27  Winter Meeting of the Board of Trustees.

Thurs., Feb. 25  Last day to change to pass/fail grading.

Fri., Mar. 4  Major cards from departments are due in the Advising office (3 Whitman Annex, or use the Whitman Annex drop box on the porch).

Fri., Mar. 4  Changes from E grades due from Fall ’15. Must be submitted using Grade Change Form.

Tues., Mar. 8  2nd round Fall course worksheets due in Registrar’s Office.

Tues. Mar. 15  Mid-semester grades are due in Grades tab in Fac/Staff Portal. This deadline is important for the computer run, to inform students of progress to date and for counseling by advisors.

Fri.-Sun., Mar. 18-27  Spring Break begins at 5:00 p.m.

Fri., Mar. 18  Residences close at 5:00 p.m.

Sun., Mar. 27  Residences reopen at 8:00 a.m.

Mon., Mar. 28  Classes resume at 8:00 a.m.

Mon., Mar. 28  Admissions Visit Day.

Tues., Mar. 29  Registration advising begins and continues through Friday, April 8th.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar. 30- Apr. 3</td>
<td></td>
</tr>
<tr>
<td>Fri., Apr. 1</td>
<td>Admissions Admitted Student Open House.</td>
</tr>
<tr>
<td>Mon., Apr. 4</td>
<td>Declaration to Graduate notices due in the Registrar’s Office - undergraduate and graduate levels.</td>
</tr>
<tr>
<td>Mon., Apr. 4</td>
<td>Last day for faculty to request a change of a course’s final exam date from the Associate Dean for Faculty Affairs, Vilas Hall 103.</td>
</tr>
<tr>
<td>Tues., Apr. 5</td>
<td>Faculty/Staff evaluations for Student Independent Travel/Research Grant Proposals and Student Travel Enrichment Grant Proposals due in the Center for International and Intercultural Studies.</td>
</tr>
<tr>
<td>Wed., Apr. 6</td>
<td>Graduate Application deadline - Counseling &amp; Human Development Program and Mental Health Counseling Program for Fall semester admission.</td>
</tr>
<tr>
<td>Fri., Apr. 8</td>
<td>Summer Session book orders are due from faculty at the Bookstore.</td>
</tr>
<tr>
<td>Fri., Apr. 8</td>
<td>Last day to file a request to withdraw from a course. (Undergraduate &amp; Graduate)</td>
</tr>
<tr>
<td>Sat., Apr. 9</td>
<td>Admissions Admitted Student Open House.</td>
</tr>
<tr>
<td>Mon.-Fri., Apr. 11-15</td>
<td>Registration week for undergrads in APR2.</td>
</tr>
<tr>
<td>Fri., Apr. 15</td>
<td>Admissions Admitted Student Open House.</td>
</tr>
<tr>
<td>Fri., Apr. 15</td>
<td>Final deadline for Senior major and minor changes and/or additions.</td>
</tr>
<tr>
<td>Fri., Apr. 15</td>
<td>Fall term book orders are due from faculty at the Bookstore.</td>
</tr>
<tr>
<td>Mon., Apr. 18</td>
<td>Registration begins for graduate students in APR2.</td>
</tr>
<tr>
<td>Wed.-Thurs. Apr. 20-21</td>
<td>Admissions Presidential Diversity Scholars Recognition Program.</td>
</tr>
<tr>
<td>Fri., Apr. 22</td>
<td>Admissions Admitted Student Open House.</td>
</tr>
<tr>
<td>Fri., Apr. 29</td>
<td>Undergraduate Scholarship Festival Day. (No classes)</td>
</tr>
<tr>
<td>Sat., Apr. 30</td>
<td>Moving-up Day.</td>
</tr>
<tr>
<td>Sun., May 1</td>
<td>Graduate Application deadline - for all grad programs for Summer semester admission.</td>
</tr>
</tbody>
</table>
Mon.-Fri.,
May 2-6  

**Last week of classes.** No final exams, hour exams, or their equivalent are to be scheduled during this period or during Study Recess, May 7-8. Exams begin May 9. Inasmuch as labs do not have scheduled exam periods, lab practicals may be given during the final week of classes.

Fri., May 6  

**Classes end.**

Sat.-Sun.,
May 7-8  

**Study Recess.** *No examinations are to be given during this period.*

Fri., May 9  

**Completed PSC course evaluation forms are due** in department offices.

Mon.-Sat.,
May 9-14  

**Final examinations.**

Sat., May 14  

**Residences close** for all students (EXCEPT graduating seniors) at 1:00 p.m.

Tues., May 17  

**Deadline for reporting grades of graduating seniors.**
This deadline is crucial to graduation!  
**Grades must be reported prior to noon.**

Wed., May 18  

**Deadline for reporting grades.**  
This deadline (11:59 pm) is important for the computer grade run for determining academic standing of students.

Thurs.-Fri.,
May 19-20  

**Academic regalia** rented by the university will be available for faculty to pick up. Place and time to be announced by e-mail.

Thur.-Sat.,
May 19-21  

**Spring Board of Trustees Meeting.**

Fri., May 20  

**Academic Standing Committee** meets at 9:00 a.m. to evaluate student academic deficiencies.

Sun., May 22  

**Commencement** at 10:00 a.m.

Sun., May 22  

**Residences close** for all graduating seniors at 6:00 p.m.

Tues.-Thurs.
May 24-26  

**May College.**

Fri., May 27  

**Academic Standing Committee** meets at 9:00 a.m. to hear appeals from suspended students.

Wed., June 1  

**Graduate & Undergraduate Summer Session I begins.**

Thur.-Sun.,
June 2-5  

**Alumni Reunion Weekend.**
Fri., June 3  | Last Day for Graduate & Undergraduate Summer Session I Add/Drop

Tues., June 7 | Sabbatical and other leave requests for 2017-2018 are due in the Dean's Office.

Tues., June 7 | Last day for Undergraduates to change to pass/fail grading for summerterm.


Tues., June 14 | Last Day for Graduate Summer Session I students to withdraw from a course.

Fri., June 17 | Last Day for Undergraduates to withdraw from a summerterm course.

Tues., June 21 | Graduate Summer Session I ends.

Fri., June 24 | Graduate Summer Session I grades due.

Fri.-Sun., June 24-26 | Board of Trustees Planning Retreat at Canaras.

Mon., June 27 | Graduate Summer Session II begins.

Wed., June 29 | Last Day for Graduate Summer Session II Add/Drop (3 days from start of classes)

Fri., July 1 | Undergraduate Summer Session ends

Sun., July 3 | HEOP students arrive on campus.

Mon., July 4 | HEOP Summer Program begins.

Fri., July 8 | Last Day for Graduate Summer Session II to withdraw from a course.

Fri., July 15 | Graduate Summer Session II ends.

Mon., July 18 | Graduate Summer Session III begins.

Mon.-Fri. July 18-29 | Summer Send-offs for freshman students and parents.

Wed., July 20 | Last Day for Graduate Summer Session III Add/Drop. (3 days from start of classes)

Wed., July 20 | Graduate Summer Session II grades due.

Fri., July 29 | Last Day for Graduate Summer Session III students to withdraw from a course.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fri., Aug. 5</td>
<td>HEOP Summer Program ends.</td>
</tr>
<tr>
<td>Fri., Aug. 5</td>
<td>Graduate Summer Session III ends.</td>
</tr>
<tr>
<td>Wed., Aug. 10</td>
<td>Graduate Summer Session III grades due.</td>
</tr>
<tr>
<td>Mon., Aug. 15</td>
<td>Graduate Application deadline - for all grad programs for Fall semester admission.</td>
</tr>
<tr>
<td>Sat., Aug. 20</td>
<td>Deadline for faculty and staff evaluations for students applying for the International Student Exchange Program (ISEP for Spring 2017) - due in Center for International and Intercultural Studies.</td>
</tr>
</tbody>
</table>