

FALL 2015 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.
If you have any questions, contact Registrar Services at 509-963-3001.

REGISTRATION AND CLASSES

April 27	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
April 27	Schedule Goes Live	View in MyCWU
April 27	Advising Begins	FALL 2015 advising
May 11-June 19	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
August 1	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
September 9	Leave of Absence	Students not attending FALL quarter must submit request
September 17	Faculty Development Day	Before classes start
September 23	CLASSES BEGIN	First day of classes for FALL
September 29	Change of Schedule Period Ends	Add/Drop classes- <i>Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.</i>
September 29	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
September 29	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Sept 29-Oct 5 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three easy payments instead of one. A \$50 enrollment fee applies.
Sept 30-Oct 6	\$25 Late Registration Fee	Instructor signature required to enroll
October 6	\$50 Fee - Unpaid Tuition and Fees	A \$50 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Oct. 7-Nov. 3	\$50 Late Registration Fee	Instructor, Department Chair, and Dean signatures required to enroll
October 22	\$100 Fee-Unpaid Tuition and Fees	A \$100 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Nov. 4-Dec. 4	\$75 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
Nov. 9-Dec. 4	Registration for WINTER	See Winter 2016 calendar
November 11	Veterans Day	No classes/administrative offices closed
November 25-27	Thanksgiving Recess	No classes/administrative offices open November 25 No classes/administrative offices closed November 26-27
December 4	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
December 4	Classes End	Last day of class instruction
December 7-10	FINAL EXAMS	See exam schedule
December 10	End of Quarter	End of Quarter
December 15	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
53	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Oct. 22	Deadline for 50 percent refund with complete withdrawal	July 2	Deadline to apply for baccalaureate degree for FALL 2015
Nov. 6	Uncontested withdrawal period deadline	Sept. 23-29	Master's degree final folder check for FALL needs to be requested during first week of classes
Dec. 4	Hardship withdrawal petition deadline	Oct. 2	Deadline to apply for baccalaureate degree for WINTER
Dec. 4	Complete university withdrawal	Nov. 27	Complete all master's degree requirements for FALL graduation

WINTER 2016 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

October 26	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 26	Schedule Goes Live	View in MyCWU
October 26	Advising Begins	WINTER advising
Nov. 9- Dec. 4	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
December 14	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 23	Leave of Absence	Students not attending WINTER quarter must submit request
January 5	CLASSES BEGIN	First day of classes for WINTER
January 11	Change of Schedule Period Ends	Add/Drop classes- <i>Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.</i>
January 11	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
January 11	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Jan. 11-Jan. 15 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three easy payments instead of one. A \$50 enrollment fee applies.
January 12-19	\$25 Late Registration Fee	Instructor signature required to enroll
January 18	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 19	\$50 Fee - Unpaid Tuition and Fees	A \$50 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Jan. 20-Feb. 17	\$50 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
February 3	\$100 Fee -Unpaid Tuition and Fees	A \$100 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
February 15	President's Day	No classes/administrative offices closed
Feb. 16-Mar. 11	Registration for SPRING	See SPRING 2016 Calendar
Feb. 18-Mar. 11	\$75 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
March 11	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 11	Classes End	Last day of class instruction
March 14-17	FINAL EXAMS	See exam schedule
March 17	End of Quarter	End of Quarter
March 22	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
51	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Feb. 3	Deadline for 50 percent refund with complete withdrawal	Oct. 2	Deadline to apply for baccalaureate degree for WINTER
Feb. 19	Uncontested withdrawal period deadline	Jan. 5-11	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 11	Hardship withdrawal petition deadline	Jan. 15	Deadline to apply for baccalaureate degree for SPRING
March 11	Complete university withdrawal	March 11	Complete all master's degree requirements for WINTER graduation

SPRING 2016 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

February 1	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
February 1	Schedule Goes Live	View in MyCWU
February 1	Advising Begins	SPRING advising
Feb. 16-March 11	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
March 15	Leave of Absence	Students not attending SPRING quarter must submit request
March 21	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
March 29	CLASSES BEGIN	First day of classes for SPRING
April 4	Change of Schedule Period Ends	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.
April 4	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
April 4	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
April 4-8 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three easy payments instead of one. A \$50 enrollment fee applies.
April 5-11	\$25 Late Registration Fee	Instructor signature required to enroll
April 11	\$50 Fee - Unpaid Tuition and Fees	A \$50 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
April 12-May 9	\$50 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
April 27	\$100 Fee -Unpaid Tuition and Fees	A \$100 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
May 2-June 22	Registration for SUMMER	See SUMMER Calendar
May 9- June 17	Registration for FALL	See FALL 2016 Calendar
May 10-June 3	\$75 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
May 18-19	Source Days	Instructional days - Research projects
May 30	Memorial Day	No classes/administrative offices closed
June 3	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
June 3	Classes End	Last day of class instruction
June 6-9	FINAL EXAMS	See exam schedule
June 9	End of Quarter	End of Quarter
June 11	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 12	COMMENCEMENT	Commencement Ceremonies - Kent
June 14	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
52	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

April 27	Deadline for 50 percent refund with complete withdrawal	Jan. 15	Deadline to apply for baccalaureate degree for SPRING
May 13	Uncontested withdrawal period deadline	Mar. 29- Apr. 4	Master's degree final folder check for SPRING needs to be requested during first week of classes
June 3	Hardship withdrawal petition deadline	April 8	Deadline to apply for baccalaureate degree for SUMMER
June 3	Complete university withdrawal	June 3	Complete all master's degree requirements for SPRING graduation

SUMMER SESSION 2016 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

April 11	Schedule Goes Live	View in MyCWU
April 11	Advising Begins	SUMMER advising
May 2-June 22	Registration	Summer Session
June 20	CLASSES BEGIN	Classes begin for six-week and full session
June 22	Change of Schedule Period Ends	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.
June 22	TUITION AND FEES DUE	Check with the Cashiers Office or view your statement online for amount due. Student has 100 percent tuition liability if classes are not dropped by this date.
June 27-July 1	\$25 Late Registration Fee	Instructor signature required to enroll
July 1	\$50 Fee - Unpaid Tuition and Fees	\$50 fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 2-Aug. 1	\$50 Late Registration Fee	Instructor, Department Chair, and Dean signatures required
July 4	Independence Day holiday	No classes/administrative offices closed
July 19	\$100 Fee -Unpaid Tuition and Fees	\$100 fee assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 29	Six-week Session Classes End	Last day of class instruction for six-week session
August 2	Grades Due	Six-week session grades due by 10 p.m., submit via MyCWU.
August 19	Full Session Classes End	Last day of class instruction for full session
August 23	Grades Due	Full session grades due by 10 p.m., submit via MyCWU.

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

July 15	Deadline for 50 percent refund with complete withdrawal	April 8	Deadline to apply for baccalaureate degree for SUMMER
July 15	Uncontested withdrawal period deadline	June 20-24	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 22	Hardship withdrawal petition deadline for six-week session	July 1	Deadline to apply for baccalaureate degree for FALL 2016
July 22	Complete university withdrawal for six-week session	Aug. 12	Complete all master's degree requirements for SUMMER graduation
Aug. 12	Hardship withdrawal petition deadline for full session		
Aug. 12	Complete university withdrawal for full session		