

WINTER 2018 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

October 23	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 23	Schedule Goes Live	View in MyCWU
October 23	Advising Begins	WINTER advising
Nov. 6- Dec. 1	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
December 11	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 20	Leave of Absence	Students not attending WINTER quarter must submit request
January 3	CLASSES BEGIN	First day of classes for WINTER
January 9	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 9	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 9	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Jan. 9-Jan. 16 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 10-17	\$25 Late Registration Fee	Instructor signature required to enroll
January 15	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 17	\$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. 18-Feb. 14	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 1	\$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.
Feb. 12-Mar. 9	Registration for SPRING	See SPRING 2018 Calendar
Feb. 15-Mar. 9	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 19	Presidents Day	No classes/administrative offices closed
March 9	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 9	Classes End	Last day of class instruction
March 12	Study Day	Study Day
March 13-16	FINAL EXAMS	See exam schedule
March 16	End of Quarter	End of Quarter (last day of finals)
March 20	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. 1	Deadline for 50 percent refund with complete withdrawal	Sept. 29	Deadline to apply for baccalaureate degree for WINTER
Feb. 16	Uncontested withdrawal period deadline	Jan. 3-9	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 9	Hardship withdrawal petition deadline	Jan. 12	Deadline to apply for baccalaureate degree for SPRING
March 9	Complete university withdrawal	March 9	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 16	Complete all master's degree requirements for WINTER graduation