

# SPRING 2019 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

January 28	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
January 28	Schedule Goes Live	View in MyCWU
January 28	Advising Begins	SPRING advising
Feb. 11-Mar. 8	Registration	For continuing students ( <i>During the assigned enrollment appointment</i> )
March 12	Leave of Absence	Students not attending SPRING quarter must submit request
March 18	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
<b>March 26</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for SPRING</b>
April 1	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>
April 1	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 1	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Mar. 29-Apr. 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.
April 2-8	\$25 Late Registration Fee	Instructor signature required to enroll
April 8	\$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 9-May 6	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
April 24	\$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.
April 29-June 19	Registration for SUMMER	See SUMMER Calendar
May 6- June 21	Registration for FALL	See FALL 2019 Calendar
May 7- 31	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 15-16	Source Days	Instructional days - Research projects
May 27	Memorial Day	No classes/administrative offices closed
May 31	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
May 31	Classes End	Last day of class instruction
<b>June 3</b>	<b>Study Day</b>	<b>Study Day</b>
<b>June 4-7</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
June 7	End of Quarter	End of Quarter (last day of finals)
June 8	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 9	COMMENCEMENT	Commencement Ceremonies - Kent
June 11	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

April 24	Deadline for 50 percent refund with complete withdrawal	Jan. 11	Deadline to apply for baccalaureate degree for SPRING
May 10	Uncontested withdrawal period deadline	Mar. 26- Apr. 1	Master's degree final folder check for SPRING needs to be requested during first week of classes
May 31	Hardship withdrawal petition deadline	April 5	Deadline to apply for baccalaureate degree for SUMMER
May 31	Complete university withdrawal	May 28	Complete the final "Turnitin" check. All forms submitted and fees paid for SPRING graduation for Thesis Option Students
		June 7	Complete all master's degree requirements for SPRING graduation