REGISTRAR’S TIMELINE- SPRING 2025

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| **Date/Time** | **Activity/Action** | **Comment** |
| Fri, Jan 10 | Registration for students not yet registered | Advising & Registration for students not already registered, including Dual Enrollment. |
| Mon, Jan 13 | CLASSES BEGIN!  Late registration begins. | CRITICAL: Faculty-please print and check rosters every class period. Send students to the Registrar’s Office to resolve any problems immediately. |
| **Mon, Jan 13** | **Deadline to clear the Business Office** | **Payment in full OR 1st payment of the semester if electing the 5-payment plan.** |
| **Tue, Jan 14** | **Last day to register students through FAS** | **Students must register through the Registrar’s Office with the blue add/drop card or white registration card beginning Wed, Jan 15.** |
| Mon, Jan 20 | Martin Luther King, Jr. Day | All University Offices Closed |
| Wed, Jan 22 | STUDENT ALERT: Last day to add a class | Late registration ends. Last day to add a class for academic credit.  Last day for students to withdraw and receive 100% tuition/fee refund. |
| Wed, Jan 29 | Turn in signed verification rosters by **NOON** | Make note if any students have never attended. Your signature on the verification rosters indicates that (1) all students on the roster are in your class (2) there are no students attending whose name is not listed on the roster. |
| Mon, Feb 3 | STUDENT ALERT | Last day for students to withdraw and receive 60% tuition/fee refund. |
| Mon, Feb 10 | Deadline for Fall schedules | Fall 2025 Proposed Schedules due.  (Applies to Deans only) |
| **Mon-Fri,**  **Mar 3-Mar 17** | **MID-SEMESTER PERIOD** | **All Mid-Term grades should be posted by the NOON deadline on Monday the 17th.** |
| Fri, Mar 7 | STUDENT ALERT:  Application Deadline for Fall 2025 Graduation | Students must submit the application form signifying intent to complete degree. |
| Mon-Fri,  Mar 10-14 | Spring Break | All University Offices Closed |
| **Mon, Mar 17** | **MID-TERM GRADES DUE BY NOON** | **Submit all Mid-term grades to the Registrar through FAS by 12:00 NOON today.** |
| Mon, Mar 24 | Registration for Fall begins! | Advising & Registration via FAS in Advisor’s offices. Contact the Registrar if you have difficulties. |
| Tue, Apr 8 | STUDENT ALERT | Last day to drop/withdraw from course or school. |
| Thurs, Apr 10 | Connexus | Connexus – no classes |
| Fri-Mon  Apr 18-Apr 21 | Good Friday & Easter Holidays | All University Offices Closed |
| **Mon-Thurs,**  **May 5-8** | **FINAL EXAMINATIONS** | **The final examination schedule is available on the university website.** |
| **Wed, May 7** | **SENIOR GRADES** | **Grades for graduating seniors should be submitted to the Registrar through FAS by 12:00 Noon today.** |
| Fri, May 10 | GRADUATION REHEARSALS | Rehearsal times correspond with Saturday’s ceremony times. |
| Sat, May 10 | GRADUATION CEREMONY | Faculty- please remember to order your Academic Regalia from the bookstore, for purchase or for rent, at the beginning of the semester. |
| **Mon, May 12** | **FINAL GRADES DUE BY NOON** | **Grades may be posted beginning on the first day of finals and will be accepted until the following Monday at noon.** |