

# SPRING TERM 2016 IMPORTANT DATES

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**Classes Begin** ..... Mon., Mar. 28<sup>th</sup>  
Off Campus/Commuter Data Verification at Silliman Hall ..... Mon., Mar. 28<sup>th</sup> – Wed., Mar. 30<sup>th</sup>  
(Late Fee of \$100 charged after the 30<sup>th</sup> for failure to verify personal data)

## SCHEDULE CHANGES:

Last Day to Add a Course Without Permission ..... Fri., Apr. 1<sup>st</sup>  
Last day to Finalize Schedule Without a \$100.00 late fee ..... Fri., Apr. 1<sup>st</sup>  
Last Day to Add a Course With Written Permission of Instructor ..... Fri., Apr. 8<sup>th</sup>

## WITHDRAWAL & PASS/FAIL:

Last Day to Withdraw Without a "W" ..... Fri., Apr. 8<sup>th</sup>  
Pass/Fail Option: Last Day to Place Request ..... Fri., Apr. 15<sup>th</sup>  
Last Day to Withdraw With a "W" (After this day "F" on transcript) ..... Fri., May 20<sup>th</sup>

**FALL 2016** Course Schedule Available Online (tentative) ..... Fri., Apr. 29<sup>th</sup>  
Prescheduling Appointment Times on WebAdvising ..... Mon., May 2<sup>nd</sup>  
Faculty Academic Advising ..... Mon., May 2<sup>nd</sup> – Fri., May 20<sup>th</sup>  
Steinmetz Symposium (no classes) ..... Fri., May 6<sup>th</sup>  
Petition Course Sign Up ..... Sat., May 7<sup>th</sup> – Tue., May 10<sup>th</sup>  
Registration for **SUMMER 2016** Begins ..... Mon., May 9<sup>th</sup>  
Faculty Review & Approval ..... Wed., May 11<sup>th</sup> – Mon., May 16<sup>th</sup>  
Petition Acceptance ..... Tue., May 17<sup>th</sup> – Thu., May 19<sup>th</sup>  
Prescheduling Appointment on WebAdvising ..... Mon., May 23<sup>rd</sup> – Wed., May 25<sup>th</sup>  
Classes End ..... Fri., Jun. 3<sup>rd</sup>  
Exams Begin ..... Mon., Jun. 6<sup>th</sup>  
Exams End ..... Thu., Jun. 9<sup>th</sup>  
**Commencement 2016** ..... Sun., Jun. 12<sup>th</sup>  
Grades Due (online) ..... Wed., Jun. 15<sup>th</sup>  
**SUMMER 2016** Classes Begin ..... Mon., Jun. 20<sup>th</sup>  
Last Day to Preschedule on WebAdvising for **FALL 2016** Courses ..... Sun., Jul. 3<sup>rd</sup>

## WHOM TO SEE ABOUT WHAT:

Advanced Placement ..... Mrs. Gail Sack, Registrar's Office  
Change of Major ..... Mrs. Gail Sack, Registrar's Office  
Cross-Registration ..... Mr. Drew Lentz, Registrar's Office  
General Academic Questions ..... Faculty Advisor/Dean's Office (Sci/Engr Bldg Rm S100)  
Common Curriculum Program ..... Faculty Advisor/Dean's Office (Sci/Engr Bldg Rm S100)  
Leave of Absence ..... Dean of Student's Office (Reamer Ctr Rm 306)  
Union College Terms Abroad Program ..... Ms. Lara Atkins (Old Chapel 3<sup>rd</sup> Floor)

## Transfer Credit:

First Year Students ..... Mrs. Sack, Registrar's Office  
Transfer Students ..... Dean's Office (Sci/Engr Bldg Rm S100)

## Withdrawal from Courses:

First Eight Weeks of Term ..... Advisor, then Registrar's Office

**Withdrawal from the College** ..... Dean of Student's Office (Reamer Ctr Rm 306)