WINTER TERM 2016
IMPORTANT DATES

Follow us on Facebook and Twitter @UnionRegistrar

Classes Begin
Monday, Jan. 4th

Off Campus & Commuter Student Data Verification at Silliman Hall Mon. Jan. 4th – Wed. Jan. 6th
(Late Fee of $100 charged after the 6th for failure to verify personal data)

Schedule Changes:
Last Day without permission ....................................................... Friday, Jan. 8th
Last day to finalize schedule without a $100.00 late fee .............................................. Friday, Jan. 8th
Last Day with written permission of instructor ........................................... Friday, Jan. 15th
Withdraw from Course: Last Day without a "W" ........................................... Friday, Jan. 15th
Last Day with a “W” .................................................................. Friday, Feb. 26th
(After this day "F" on Transcript)

Pass/Fail Option: Last Day to place request ............................................ Friday, Jan. 22nd

Spring Term Course Schedule available on the web (tentative) .................................. Friday, Feb. 5th
Prescheduling appointment times on Webadvisor ........................................... Monday, Feb. 8th
Faculty Academic Advising .............................................................. Monday, Feb. 8th – Friday, Feb. 26th
Petition Course Sign Up ................................................................. Saturday, Feb. 13th – Tuesday, Feb. 16th
Faculty Review & Approval .................................................................. Wednesday, Feb. 17th – Monday, Feb. 22nd
Petition Acceptance ........................................................................ Tuesday, Feb. 23rd – Thursday, Feb. 25th
Prescheduling Appointments .......................................................... Monday, Feb. 29th – Thursday, Mar. 3rd
Classes End .................................................................................. Friday, Mar. 11th
Exams Begin .................................................................................. Monday, Mar. 14th
Exams End ..................................................................................... Thursday, Mar. 17th
Last Day to preschedule on Webadvisor for SPRING 2016 courses .......... Sunday, Mar. 20th
Grades Due (online) ........................................................................ Monday, Mar. 21st

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 3rd 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)