

WINTER TERM 2016

IMPORTANT DATES

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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. 20nd
 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)