

FALL 2016 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

April 25	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
April 25	Schedule Goes Live	View in MyCWU
April 25	Advising Begins	FALL 2016 advising
May 9-June 10	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
August 1	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
September 7	Leave of Absence	Students not attending FALL quarter must submit request
September 19	Faculty Development Day	Before classes start
September 21	CLASSES BEGIN	First day of classes for FALL
September 27	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>
September 27	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.
September 27	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Sept 27-Oct 3 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.
Sept. 28-Oct. 4	\$25 Late Registration Fee	Instructor signature required to enroll
October 4	\$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.
Oct. 5-Nov. 1	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
October 18	\$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.
Nov. 2-Dec. 2	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
Nov. 7-Dec. 2	Registration for WINTER	See Winter 2017 calendar
November 11	Veterans Day	No classes/administrative offices closed
November 23-25	Thanksgiving and Native American Heritage Day Recess	No classes/administrative offices open November 23 No classes/administrative offices closed November 24-25
December 2	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
December 2	Classes End	Last day of class instruction
December 5	Study Day	Study Day
December 6-9	FINAL EXAMS	See exam schedule
December 9	End of Quarter	End of Quarter (last day of finals)
December 13	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
54	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Oct. 20	Deadline for 50 percent refund with complete withdrawal	June 30	Deadline to apply for baccalaureate degree for FALL 2016
Nov. 4	Uncontested withdrawal period deadline	Sept. 21-27	Master's degree final folder check for FALL needs to be requested during first week of classes
Dec. 2	Hardship withdrawal petition deadline	Sept. 30	Deadline to apply for baccalaureate degree for WINTER
Dec. 2	Complete university withdrawal	Nov. 28	Complete all master's degree requirements for FALL graduation

WINTER 2017 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

October 24	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 24	Schedule Goes Live	View in MyCWU
October 24	Advising Begins	WINTER advising
Nov. 7- Dec. 2	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
December 12	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 21	Leave of Absence	Students not attending WINTER quarter must submit request
January 4	CLASSES BEGIN	First day of classes for WINTER
January 10	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>
January 10	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.
January 10	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Jan. 10-Jan. 17 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.
January 11-17	\$25 Late Registration Fee	Instructor signature required to enroll
January 16	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 18	\$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.
Jan. 18-Feb. 15	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 1	\$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.
Feb. 13-Mar. 10	Registration for SPRING	See SPRING 2017 Calendar
Feb. 16-Mar. 10	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 20	President's Day	No classes/administrative offices closed
March 10	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 10	Classes End	Last day of class instruction
March 13	Study Day	Study Day
March 14-17	FINAL EXAMS	See exam schedule
March 17	End of Quarter	End of Quarter (last day of finals)
March 21	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
51	Instructional Days per Quarter	Includes final exams and study days

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

Feb. 2	Deadline for 50 percent refund with complete withdrawal	Sept. 30	Deadline to apply for baccalaureate degree for WINTER
Feb. 17	Uncontested withdrawal period deadline	Jan. 4-10	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 10	Hardship withdrawal petition deadline	Jan. 13	Deadline to apply for baccalaureate degree for SPRING
March 10	Complete university withdrawal	March 10	Complete all master's degree requirements for WINTER graduation

SPRING 2017 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

January 30	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
January 30	Schedule Goes Live	View in MyCWU
January 30	Advising Begins	SPRING advising
Feb. 13-March 10	Registration	For continuing students (<i>During the assigned enrollment appointment</i>)
March 14	Leave of Absence	Students not attending SPRING quarter must submit request
March 20	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
March 28	CLASSES BEGIN	First day of classes for SPRING
April 3	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 3	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 3	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
April 3-7 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 4-10	\$25 Late Registration Fee	Instructor signature required to enroll
April 11	\$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 11-May 8	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
April 25	\$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.
May 1-June 21	Registration for SUMMER	See SUMMER Calendar
May 8- June 23	Registration for FALL	See FALL 2017 Calendar
May 9-June 2	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 17-18	Source Days	Instructional days - Research projects
May 29	Memorial Day	No classes/administrative offices closed
June 2	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
June 2	Classes End	Last day of class instruction
June 5	Study Day	Study Day
June 6-9	FINAL EXAMS	See exam schedule
June 9	End of Quarter	End of Quarter (last day of finals)
June 10	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 11	COMMENCEMENT	Commencement Ceremonies - Kent
June 13	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 26	Deadline for 50 percent refund with complete withdrawal	Jan. 13	Deadline to apply for baccalaureate degree for SPRING
May 12	Uncontested withdrawal period deadline	Mar. 28- Apr. 3	Master's degree final folder check for SPRING needs to be requested during first week of classes
June 2	Hardship withdrawal petition deadline	April 7	Deadline to apply for baccalaureate degree for SUMMER
June 2	Complete university withdrawal	June 2	Complete all master's degree requirements for SPRING graduation

SUMMER SESSION 2017 UNIVERSITY ACADEMIC CALENDAR

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REGISTRATION AND CLASSES

March 27	Schedule Goes Live	View in MyCWU
March 27	Advising Begins	SUMMER advising
May 1-June 21	Registration	Summer Session
June 19	CLASSES BEGIN	Classes begin for six-week and full session
June 21	Change of Schedule Period Ends	Add/Drop classes-Drops completed prior to this date or by the close of business on this date will not appear on transcripts or have tuition assessed.
June 21	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.
June 26-30	\$25 Late Registration Fee	Instructor signature required to enroll
July 1-31	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
July 3	\$50 Fee - Unpaid Tuition and Fees	\$50 fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 4	Independence Day holiday	No classes/administrative offices closed
July 17	\$100 Fee -Unpaid Tuition and Fees	\$100 fee assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 28	Six-week Session Classes End	Last day of class instruction for six-week session
August 1	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
August 18	Full Session Classes End	Last day of class instruction for full session
August 22	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU.

WITHDRAWAL DEADLINES

GRADUATION DEADLINES

July 14	Deadline for 50 percent refund with complete withdrawal	April 7	Deadline to apply for baccalaureate degree for SUMMER
July 14	Uncontested withdrawal period deadline	June 19-23	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 21	Hardship withdrawal petition deadline for six-week session	June 30	Deadline to apply for baccalaureate degree for FALL 2017
July 21	Complete university withdrawal for six-week session	Aug. 4	Complete all master's degree requirements for SUMMER graduation
Aug. 11	Hardship withdrawal petition deadline for full session		
Aug. 11	Complete university withdrawal for full session		