

# FALL 2017 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 24	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
April 24	Schedule Goes Live	View in MyCWU
April 24	Advising Begins	FALL 2017 advising
May 8-June 23	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 6	Leave of Absence	Students not attending FALL quarter must submit request
September 18	Faculty Development Day	Before classes start
September 20	CLASSES BEGIN	First day of classes for FALL
September 26	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 26	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 26	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Sept 26-Oct 2 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.27-Oct.3	\$25 Late Registration Fee	Instructor signature required to enroll
October 3	\$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. 4-Oct. 31	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
October 19	\$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. 1-Dec. 1	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
Nov. 6-Dec. 1	Registration for WINTER	See Winter 2018 calendar
November 10	Veterans Day (Observed)	No classes/administrative offices closed
November 22-24	Thanksgiving and Native American Heritage Day Recess	No classes/administrative offices open November 22 No classes/administrative offices closed November 23-24
December 1	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
December 1	Classes End	Last day of class instruction
December 4	Study Day	Study Day
December 5-8	FINAL EXAMS	See exam schedule
December 8	End of Quarter	End of Quarter (last day of finals)
December 12	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. 19	Deadline for 50 percent refund with complete withdrawal	June 30	Deadline to apply for baccalaureate degree for FALL 2017
Nov. 3	Uncontested withdrawal period deadline	Sept. 20-26	Master's degree final folder check for FALL needs to be requested during first week of classes
Dec. 1	Hardship withdrawal petition deadline	Sept. 29	Deadline to apply for baccalaureate degree for WINTER
Dec. 1	Complete university withdrawal	Nov. 27	Complete the final "Turnitin" check. All forms submitted and fees paid for FALL graduation for Thesis Option Students
		Dec. 8	Complete all master's degree requirements for FALL graduation

# WINTER 2018 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.

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## REGISTRATION AND CLASSES

October 23	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 23	Schedule Goes Live	View in MyCWU
October 23	Advising Begins	WINTER advising
Nov. 6- Dec. 1	Registration	For continuing students ( <i>During the assigned enrollment appointment</i> )
December 11	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 20	Leave of Absence	Students not attending WINTER quarter must submit request
<b>January 3</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for WINTER</b>
January 9	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 9	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 9	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
Jan. 9-Jan. 16 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 10-17	\$25 Late Registration Fee	Instructor signature required to enroll
January 15	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 17	\$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. 14	\$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. 12-Mar. 9	Registration for SPRING	See SPRING 2018 Calendar
Feb. 15-Mar. 9	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 19	Presidents Day	No classes/administrative offices closed
March 9	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 9	Classes End	Last day of class instruction
<b>March 12</b>	<b>Study Day</b>	<b>Study Day</b>
<b>March 13-16</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
March 16	End of Quarter	End of Quarter (last day of finals)
March 20	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. 1	Deadline for 50 percent refund with complete withdrawal	Sept. 29	Deadline to apply for baccalaureate degree for WINTER
Feb. 16	Uncontested withdrawal period deadline	Jan. 3-9	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 9	Hardship withdrawal petition deadline	Jan. 12	Deadline to apply for baccalaureate degree for SPRING
March 9	Complete university withdrawal	March 9	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 16	Complete all master's degree requirements for WINTER graduation

# SPRING 2018 UNIVERSITY ACADEMIC CALENDAR

All deadlines are due by the close of business on that date. Information in this handbook may be subject to change.  
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## REGISTRATION AND CLASSES

January 29	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
January 29	Schedule Goes Live	View in MyCWU
January 29	Advising Begins	SPRING advising
Feb. 12-March 9	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 19	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
<b>March 27</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for SPRING</b>
April 2	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 2	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 2	Audit and Credit/No Credit	Deadline to declare audit and credit/no credit
April 2-6 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 3-9	\$25 Late Registration Fee	Instructor signature required to enroll
April 9	\$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 10-May 7	\$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.
April 30-June 20	Registration for SUMMER	See SUMMER Calendar
May 7- June 22	Registration for FALL	See FALL 2018 Calendar
May 8-June 1	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 16-17	Source Days	Instructional days - Research projects
May 28	Memorial Day	No classes/administrative offices closed
June 1	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
June 1	Classes End	Last day of class instruction
<b>June 4</b>	<b>Study Day</b>	<b>Study Day</b>
<b>June 5-8</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
June 8	End of Quarter	End of Quarter (last day of finals)
June 9	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 10	COMMENCEMENT	Commencement Ceremonies - Kent
June 12	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 25	Deadline for 50 percent refund with complete withdrawal	Jan. 12	Deadline to apply for baccalaureate degree for SPRING
May 11	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 1	Hardship withdrawal petition deadline	April 6	Deadline to apply for baccalaureate degree for SUMMER
June 1	Complete university withdrawal	June 1	Complete the final "Turnitin" check. All forms submitted and fees paid for SPRING graduation for Thesis Option Students
		June 8	Complete all master's degree requirements for SPRING graduation

# SUMMER SESSION 2018 UNIVERSITY ACADEMIC CALENDAR

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## REGISTRATION AND CLASSES

April 16	Schedule Goes Live	View in MyCWU
April 16	Advising Begins	SUMMER advising
April 30-June 20	Registration	Summer Session
<b>June 18</b>	<b>CLASSES BEGIN</b>	<b>Classes begin for six-week and full session</b>
June 20	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 20	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 25-29	\$25 Late Registration Fee	Instructor signature required to enroll
July 2-August 17	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
June 29	\$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.
<b>July 27</b>	<b>Six-week Session Classes End</b>	Last day of class instruction for six-week session
July 31	Grades Due Six-week Session	10:00 p.m. deadline for instructors to submit grades via MyCWU
<b>August 17</b>	<b>Full Session Classes End</b>	Last day of class instruction for full session
August 21	Grades Due Full Session	10:00 p.m. deadline for instructors to submit grades via MyCWU

## WITHDRAWAL DEADLINES

## GRADUATION DEADLINES

July 13	Deadline for 50 percent refund with complete withdrawal	April 6	Deadline to apply for baccalaureate degree for SUMMER
July 13	Uncontested withdrawal period deadline	June 18-22	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 20	Hardship withdrawal petition deadline for six-week session	June 29	Deadline to apply for baccalaureate degree for FALL 2018
July 20	Complete university withdrawal for six-week session	Aug. 3	Complete the final "Turnitin" check. All forms submitted and fees paid for SUMMER graduation for Thesis Option Students
Aug. 10	Hardship withdrawal petition deadline for full session	Aug. 17	Complete all master's degree requirements for SUMMER graduation
Aug. 10	Complete university withdrawal for full session		