

# SPRING 2020 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

Feb. 3	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
Feb. 3	Schedule Goes Live	View in MyCWU
Feb. 3	Advising Begins	SPRING advising
Feb. 18-Mar. 13	Registration	For continuing students ( <i>During the assigned enrollment appointment</i> )
March 17	Leave of Absence	Students not attending SPRING quarter must submit request
March 23	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
<b>April 8</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for SPRING</b>
Apr. 10-Apr. 20 until midnight	CWU Payment Plan - Open Enrollment Period	Students may split their quarter charges in three payments instead of one. A \$50 enrollment fee applies.
April 14	Change of Schedule Period Ends and Audit Deadline	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. Deadline to declare audit grading basis.
April 14	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 15-21	\$25 Late Registration Fee	Instructor signature required to enroll
April 21	\$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 22-May 14	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 7	\$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 4-June 24	Registration for SUMMER	See SUMMER 2020 Calendar (Schedule goes live April 20 <sup>th</sup> )
May 11- June 19	Registration for FALL	See FALL 2020 Calendar (Schedule goes live April 27 <sup>th</sup> )
May 15-June 8	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 18	Credit/No Credit	Deadline to declare credit/no credit
May 13-14	SOURCE Days	Instructional days - Research projects
May 25	Memorial Day	No classes/administrative offices closed
June 8	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
June 8	Classes End	Last day of class instruction
<b>June 9-12</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
June 12	End of Quarter	End of Quarter (last day of finals)
June 13	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 14	COMMENCEMENT	Commencement Ceremonies - Kent
June 16	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
47	Instructional Days per Quarter	Includes final exams

## WITHDRAWAL DEADLINES

## GRADUATION DEADLINES

May 7	Deadline for 50 percent refund with complete withdrawal	Jan. 17	Deadline to apply for baccalaureate degree for SPRING
May 18	Uncontested withdrawal period deadline	Apr. 8-17	Master's degree final folder check for SPRING needs to be requested during first week of classes
June 8	Hardship withdrawal petition deadline	April 3	Deadline to apply for baccalaureate degree for SUMMER
June 8	Complete university withdrawal	June 12	Complete the final "Turnitin" check. All forms submitted and fees paid for SPRING graduation for Thesis Option Students
		June 12	Complete all master's degree requirements for SPRING graduation