

# FALL 2019 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 22	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
April 22	Schedule Goes Live	View in MyCWU
April 22	Advising Begins	FALL 2019 advising
May 6-June 21	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 11	Leave of Absence	Students not attending FALL quarter must submit request
<b>September 19</b>	<b>Faculty Development Day</b>	<b>Before classes start</b>
<b>September 25</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for FALL</b>
Sept 27-Oct 7 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.
October 1	Change of Schedule Period Ends and Audit Deadline	<i>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.</i>
October 1	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.
Oct. 2-Oct. 8	\$25 Late Registration Fee	Instructor signature required to enroll
October 8	\$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. 9-Nov. 5	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
October 24	\$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. 6-Dec. 6	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
November 8	Credit/No Credit	Deadline to declare credit/no credit
Nov. 12-Dec. 6	Registration for WINTER	See WINTER 2020 calendar
November 11	Veterans Day (Observed)	No classes/administrative offices closed
November 27-29	Thanksgiving and Native American Heritage Day Recess	No classes/administrative offices open November 27 No classes/administrative offices closed November 28-29
December 6	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
December 6	Classes End	Last day of class instruction
<b>December 9</b>	<b>Study Day</b>	<b>Study Day</b>
<b>December 10-13</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
December 13	End of Quarter	End of Quarter (last day of finals)
December 17	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. 24	Deadline for 50 percent refund with complete withdrawal	June 28	Deadline to apply for baccalaureate degree for FALL 2019
Nov. 8	Uncontested withdrawal period deadline	Sept. 25-Oct. 1	Master's degree final folder check for FALL needs to be requested during first week of classes
Dec. 6	Hardship withdrawal petition deadline	Oct. 4	Deadline to apply for baccalaureate degree for WINTER
Dec. 6	Complete university withdrawal	Dec. 2	Complete the final "Turnitin" check. All forms submitted and fees paid for FALL graduation for Thesis Option Students
		Dec. 13	Complete all master's degree requirements for FALL graduation

# WINTER 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

October 28	Registration Assignment	Log into MyCWU to view enrollment appointment for web registration
October 28	Schedule Goes Live	View in MyCWU
October 28	Advising Begins	WINTER advising
Nov. 12- Dec. 6	Registration	For continuing students ( <i>During the assigned enrollment appointment</i> )
December 16	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
December 24	Leave of Absence	Students not attending WINTER quarter must submit request
<b>January 7</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for WINTER</b>
Jan. 9-Jan. 19 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.
January 13	Change of Schedule Period Ends and Audit Deadline	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. Deadline to declare audit grading basis.</i>
January 13	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 14-21	\$25 Late Registration Fee	Instructor signature required to enroll
January 20	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 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.
Jan. 22-Feb. 19	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 5	\$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.
February 17	Presidents Day	No classes/administrative offices closed
Feb. 18-Mar. 13	Registration for SPRING	See SPRING 2020 Calendar
Feb. 20-Mar. 13	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 21	Credit/No Credit	Deadline to declare credit/no credit
March 13	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
March 13	Classes End	Last day of class instruction
<b>March 16</b>	<b>Study Day</b>	<b>Study Day</b>
<b>March 17-20</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
March 20	End of Quarter	End of Quarter (last day of finals)
March 24	Grades Due	10:00 p.m. deadline for instructors to submit grades via MyCWU
52	Instructional Days per Quarter	Includes final exams and study days

## WITHDRAWAL DEADLINES

## GRADUATION DEADLINES

Feb. 5	Deadline for 50 percent refund with complete withdrawal	Oct. 4	Deadline to apply for baccalaureate degree for WINTER
Feb. 21	Uncontested withdrawal period deadline	Jan. 7-14	Master's degree final folder check for WINTER needs to be requested during first week of classes
March 13	Hardship withdrawal petition deadline	Jan. 17	Deadline to apply for baccalaureate degree for SPRING
March 13	Complete university withdrawal	March 13	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 20	Complete all master's degree requirements for WINTER graduation

# SPRING 2020 UNIVERSITY ACADEMIC CALENDAR

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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

# SUMMER SESSION 2020 UNIVERSITY ACADEMIC CALENDAR

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## REGISTRATION AND CLASSES

April 20	Schedule Goes Live	View in MyCWU
April 20	Advising Begins	SUMMER advising
May 4-June 24	Registration	Summer Session
<b>June 22</b>	<b>CLASSES BEGIN</b>	<b>Classes begin for six-week and full session</b>
June 24	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 24	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 24- July 2 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.
June 25-July 1	\$25 Late Registration Fee Six-week Session	Instructor signature required to enroll
June 25-July 1	\$25 Late Registration Fee Full Session	Instructor signature required to enroll
July 2-17	\$50 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
July 2-30	\$50 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
July 3	Independence Day Holiday	No classes/administrative offices closed
July 6	\$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 20-31	\$75 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
July 21	\$100 Fee -Unpaid Tuition and Fees	\$100 fee assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
<b>July 31</b>	<b>Six-week Session Classes End</b>	<b>Last day of class instruction for six-week session</b>
July 31-Aug. 21	\$75 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
August 4	Grades Due Six-week Session	10:00 p.m. deadline for instructors to submit grades via MyCWU
<b>August 21</b>	<b>Full Session Classes End</b>	<b>Last day of class instruction for full session</b>
August 25	Grades Due Full Session	10:00 p.m. deadline for instructors to submit grades via MyCWU

## WITHDRAWAL DEADLINES

## GRADUATION DEADLINES

July 17	Deadline for 50 percent refund with complete withdrawal	April 3	Deadline to apply for baccalaureate degree for SUMMER
July 17	Uncontested withdrawal period deadline	June 22-26	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 24	Hardship withdrawal petition deadline for six-week session	July 6	Deadline to apply for baccalaureate degree for FALL 2020
July 24	Complete university withdrawal for six-week session	Aug. 7	Complete the final "Turnitin" check. All forms submitted and fees paid for SUMMER graduation for Thesis Option Students
Aug. 14	Hardship withdrawal petition deadline for full session	Aug. 21	Complete all master's degree requirements for SUMMER graduation
Aug. 14	Complete university withdrawal for full session		