

# FALL 2023 UNIVERSITY ACADEMIC CALENDAR

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

If you have any questions, contact the Office of the Registrar 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 2023 advising
May 8	Registration Begins	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
Sept 15-Oct 1 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.
<b>September 20</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for FALL</b>
September 26	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.
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.
Sept. 27-Oct. 3	\$25 Late Registration Fee	Instructor signature required to enroll
October 3	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
Oct.4-31	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
October 19	\$125 Fee-Unpaid Tuition and Fees	A \$125 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
November 6	Credit/No Credit	Deadline to declare credit/no credit
November 6	Registration for WINTER	See WINTER 2024 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 Office of the Registrar
December 1	Classes End	Last day of class instruction
<b>December 4</b>	<b>Study Day</b>	<b>Study Day</b>
<b>December 5-8</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
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 reduction with complete withdrawal	June 30	Deadline to apply for baccalaureate degree for FALL 2023
Nov. 6	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 2024
Dec. 1	Complete university withdrawal	Dec. 1	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 2024 UNIVERSITY ACADEMIC CALENDAR

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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
November 6	Registration Begins	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
Dec. 28-Jan. 14 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.
<b>January 3</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for WINTER</b>
January 9	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.
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 10-17	\$25 Late Registration Fee	Instructor signature required to enroll
January 15	Martin Luther King Jr. Holiday	No classes/administrative offices closed
January 16	\$75 Fee - Unpaid Tuition and Fees	A \$75 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
January 31	\$125 Fee -Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition-and-course-fee balances. Student has 100 percent tuition liability.
February 12	Registration for SPRING	See SPRING 2024 Calendar
Feb. 15-Mar. 8	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
February 16	Credit/No Credit	Deadline to declare credit/no credit
February 19	Presidents Day	No classes/administrative offices closed
March 8	Course Challenge Form Deadline	Deadline to submit course challenge forms to Office of the Registrar
March 8	Classes End	Last day of class instruction
<b>March 11</b>	<b>Study Day</b>	<b>Study Day</b>
<b>March 12-15</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
March 15	End of Quarter	End of Quarter (last day of finals)
March 19	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 reduction with complete withdrawal	Sept. 29	Deadline to apply for baccalaureate degree for WINTER 2024
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 8	Hardship withdrawal petition deadline	Jan. 12	Deadline to apply for baccalaureate degree for SPRING 2024
March 8	Complete university withdrawal	March 8	Complete the final "Turnitin" check. All forms submitted and fees paid for WINTER graduation for Thesis Option Students
		March 15	Complete all master's degree requirements for WINTER graduation

# SPRING 2024 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

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
February 12	Registration Begins	For continuing students ( <i>During the assigned enrollment appointment</i> )
March 12	Leave of Absence	Students not attending SPRING quarter must submit request
March 18	OPEN ENROLLMENT	Students may add/drop classes until change of schedule period ends.
Mar. 21-Apr. 6 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.
<b>March 26</b>	<b>CLASSES BEGIN</b>	<b>First day of classes for SPRING</b>
April 1	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>
April 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.
April 2-8	\$25 Late Registration Fee	Instructor signature required to enroll
April 8	\$75 Fee - Unpaid Tuition and Fees	A \$75 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
April 9-May 6	\$50 Late Registration Fee	Instructor and Department Chair signatures required to enroll
April 24	\$125 Fee -Unpaid Tuition and Fees	A \$125 late fee will be assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
April 29	Registration for SUMMER	See SUMMER 2024 Calendar (Schedule goes live April 15 <sup>th</sup> )
May 6	Registration for FALL	See FALL 2024 Calendar (Schedule goes live April 22 <sup>nd</sup> )
May 7-31	\$75 Late Registration Fee	Instructor and Department Chair signatures required to enroll
May 10	Credit/No Credit	Deadline to declare credit/no credit
May 15-16	SOURCE Days	Instructional days - Research projects
May 27	Memorial Day	No classes/administrative offices closed
May 31	Course Challenge Form Deadline	Deadline to submit course challenge forms to Registrar Services
May 31	Classes End	Last day of class instruction
June 2	COMMENCEMENT	Commencement Ceremonies - Kent
<b>June 3</b>	<b>Study Day</b>	<b>Study Day</b>
<b>June 4-7</b>	<b>FINAL EXAMS</b>	<b>See exam schedule</b>
June 7	End of Quarter	End of Quarter (last day of finals)
June 7	Masters Hooding Ceremony and Commencement	Masters Commencement Ceremony - Ellensburg
June 8	COMMENCEMENT	Commencement Ceremonies - Ellensburg
June 11	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 24	Deadline for 50 percent reduction with complete withdrawal	Jan. 12	Deadline to apply for baccalaureate degree for SPRING 2024
May 10	Uncontested withdrawal period deadline	Mar. 26-Apr 1	Master's degree final folder check for SPRING needs to be requested during first week of classes
May 31	Hardship withdrawal petition deadline	April 5	Deadline to apply for baccalaureate degree for SUMMER 2024
May 31	Complete university withdrawal	May 31	Complete the final "Turnitin" check. All forms submitted and fees paid for SPRING graduation for Thesis Option Students
		June 7	Complete all master's degree requirements for SPRING graduation

# SUMMER SESSION 2024 UNIVERSITY ACADEMIC CALENDAR

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## REGISTRATION AND CLASSES

April 15	Schedule Goes Live	View in MyCWU
April 15	Advising Begins	SUMMER advising
April 29	Registration Begins/Open Enrollment	Summer Session
June 12-25 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.
<b>June 17</b>	<b>CLASSES BEGIN</b>	<b>Classes begin for six-week and full session</b>
June 19	Juneteenth National Independence Day Holiday	No classes/administrative offices closed
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 21-June 27	\$25 Late Registration Fee Six-week Session and Full Session	Instructor signature required to enroll
June 28-July 15	\$50 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
June 28-July 26	\$50 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
July 1	\$75 Fee - Unpaid Tuition and Fees	\$75 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 16-26	\$75 Late Registration Fee Six-week Session	Instructor and Department Chair signatures required to enroll
July 17	\$125 Fee -Unpaid Tuition and Fees	\$125 fee assessed on unpaid tuition and course fee balances. Student has 100 percent tuition liability.
July 29-Aug. 16	\$75 Late Registration Fee Full Session	Instructor and Department Chair signatures required to enroll
<b>July 26</b>	<b>Six-week Session Classes End</b>	<b>Last day of class instruction for six-week session</b>
July 30	Grades Due Six-week Session	10:00 p.m. deadline for instructors to submit grades via MyCWU
<b>August 16</b>	<b>Full Session Classes End</b>	<b>Last day of class instruction for full session</b>
August 20	Grades Due Full Session	10:00 p.m. deadline for instructors to submit grades via MyCWU

## WITHDRAWAL DEADLINES

## GRADUATION DEADLINES

July 12	Uncontested withdrawal period deadline for six-week session	Aug. 9	Complete university withdrawal for full session
July 15	Deadline for 50 percent reduction with complete withdrawal for six-week session	April 5	Deadline to apply for baccalaureate degree for SUMMER 2024
July 19	Hardship withdrawal petition deadline for six-week session	June 17-24	Master's degree final folder check for SUMMER needs to be requested during first week of classes
July 19	Complete university withdrawal for six-week session	June 28	Deadline to apply for baccalaureate degree for FALL 2024
July 26	Uncontested withdrawal period deadline for full session	Aug. 2	Complete the final "Turnitin" check. All forms submitted and fees paid for SUMMER graduation for Thesis Option Students
July 26	Deadline for 50 percent reduction with complete withdrawal for full session	Aug. 16	Complete all master's degree requirements for SUMMER graduation
Aug. 9	Hardship withdrawal petition deadline for full session		