
2009 FALL JOINT OFFICE CALENDAR

August 3 (Mon.)	Short Term Loans Available
August 3-14 (Mon.-Fri.)	Bills available online for students who register by July 31.(Due September 2)
August 9 (Sun.)	First day students can work for academic year 2009-2010 on work study
August 14 (Fri.)	Deadline (midnight) for all students both undergraduate and graduate (except new freshmen and transfers attending the final Arts & Sciences and journalism orientations and any other incoming freshman or transfer student not yet registered) to register for fall courses. Registration must be completed by midnight to be guaranteed enrollment and to avoid a \$50 late registration fee. Deadline (midnight) for continuing students to withdraw from the university and receive a full refund of the \$200 enrollment deposit, less any outstanding charges. SAP report run for summer
August 17 (Mon.)	Bills available online for those students who registered August 1 – August 14. (Due September 2)
August 17-18 (Mon.Tues.)	Registration for incoming transfer students in Arts & Sciences & Journalism who are attending the final orientation on August 17. All other All other eligible incoming transfers who have not yet registered can register via the Web on Tuesday, August 18, 8:30 a.m. – 5:00 p.m.
August 17 -20 (Mon. –Thurs.)	Short term loans ARE RESTRICTED during this time period. Student must have new incoming aid, in addition to the refund they will receive.
August 18 (Tues.)	Deadline to set up direct deposit for your financial aid refunds which will be deposited into your designated bank account on August 21. SAP letters mailed.
August 20 (Thurs.)	Registration for incoming freshmen students in Arts & Sciences & Journalism who are attending the final orientation on August 18-20 and for all other freshmen and transfers who have not yet registered. These students must complete registration by 5 p.m. to be guaranteed enrollment for fall semester. After this date, registration is on a space-available basis and a \$50 late fee is charged. Deadline (5:00 p.m.) for any new freshmen and transfers to register and be guaranteed enrollment and to avoid a \$50 late registration Mail refunds to mailing address (credits of \$1 or more as of August 18) for students who have not yet signed up for direct deposit. Direct deposit of refunds for students participating in direct deposit – processing time varies by bank (credits as of Tuesday, August 18)
August 21 (Fri.)	Drop/add time assignments begin for new freshmen and transfers. Bills available online for students who register August 15-20 (due September 2) ACCESS (Available Credit Courses for Eligible Special Students) registration begins through CUConnect or in person at the Continuing Education office from 8 am to 5pm. A financial aid representative will be available at Continuing Education. E-bill notifications will be sent to students and authorized payers for students who registered August 15-20 Due September 2.
August 23 (Sun.)	Drop/add time assignments begin for all continuing students. Faculty/staff registration time assignments begin. Tuition Due October 7th (Regent is NOT open)
August 24 (Mon.)	Classes begin. Short term loans available again.

September 1	Bursar's Office open 8:30 – 5:00 pm
September 1- 3	Space-available registration for Senior Citizens Auditors Program, Koenig Alumni Center, 9:00 a.m. to 3:00 p.m.; continues on Wednesday, September 3, 9:00 a.m. to noon.
September 2 (Wed.)	<p>Deadline (5:00 p.m.) to <u>add</u> a course without the instructor's signature. <i>After this deadline, students must have the signature of their instructor on a special action form to add a course (through September 11)</i></p> <p>Deadline (5:00 p.m.) to <u>add</u> name to a course wait list. NOTE: <i>After 5:00 p.m., web registration is only available for dropping courses through September 10th, the drop deadline. NOTE: After 5:00 p.m. on this date, web registration is only available for dropping courses (through 5:00 p.m. on September 9, the drop deadline).</i></p> <p>Wait List Deadline: Deadline (5:00 p.m.) to add name to a course wait list.</p> <p>Tuition & fee bill due date Payment is due by 5:00 p.m. MT by mail or in person; before midnight MT for Internet payments Deadline to request the two-payment plan Deadline to select/waive student health plan Bursar's Office open from 8:30 - 5:00 p.m.</p> <p>Deadline (5:00 p.m.) to select or waive university sponsored health insurance at Wardenburg Health Center or by midnight on CUConnect.</p> <p>Deadline (5:00 p.m.) for private scholarship checks to be received in the financial aid Scholarship Office to avoid late and service charges. Scholarship Office to avoid late and service charges</p>
September 7 (Mon.)	Labor Day holiday. No classes. University closed
September 9 (Wed.)	<p>Deadline (5:00 p.m.) to <u>drop</u> a course without being assessed tuition and fees for that course and without a W grade appearing on the transcript. <i>NOTE:</i> After this date, the instructor's signature is required on a special action form (through October 7) to drop a course. (EXCEPTION: Students whose only college is arts and sciences, as well as non-degree students, have until October 30 to drop a course without approval signatures.) <i>No refunds for tuition or fees are given for courses dropped after September 10.</i></p> <p>Deadline (5:00 p.m.) to petition to waive UCSU student fees.</p> <p>Deadline (5:00 p.m.) to turn in Time Out Program (TOP) applications to the registrar's office and be assured a continuing student registration time assignment for spring semester 2010.</p> <p>Deadline to request a refund of any student opportunities fees you selected.</p> <p>Deadline (5:00 p.m.) to withdraw from the university and only be assessed a \$200 withdrawal processing fee. After this date, 100 percent of tuition and fees is due for students who withdraw unless there are extenuating circumstances.</p> <p>Mail OFA refunds for students not signed up for direct deposit (credits as of September 8)</p>
September 11 (Fri.)	<p>Deadline (5:00 p.m.) to add a course without petitioning your dean. NOTE: Instructors' signature is required on a special action form to add a course. In general, instructors only approve an add if students have been regularly attending and there's space in the course. (NOTE: September 12 is also the deadline for undergraduate resident students to add a course and be eligible for the COF voucher for that course)</p> <p>Deadline (5:00 p.m.) to change variable-credit hours, pass/fail, and no-credit status on courses without petitioning your dean. After the deadline, petitions will only be accepted if there are extenuating circumstances.</p> <p>Census Date</p>
September 14 (Mon.)	Bills available online to students who register after August 20 and to students who have new or unpaid charges (due October 7)
September 16 (Weds.)	Mail summer graduation refunds (enrollment deposits) less any outstanding charges to the permanent address or direct deposit into designated bank account (credits as of September 14)

September 17 (Thurs.)	Mail enrollment deposit refunds to permanent address for students who never enrolled in fall 2009, except August graduates and new students (credits as of September 15) Direct deposit of census enrollment deposit refunds for students participating in direct deposit; processing times vary by bank (credits as of September 15)
September 18 (Fri.)	Last day to submit SAP appeals
September 23 (Weds.)	Mail end-of-month refund checks to mailing address (credits of \$1 or more as of September 21) for A & B Rebates.
October 2 (Fri.)	Deadline for students who have three or more final exams on the same day to make arrangements to change their final exam schedule.
October 7 (Weds.)	Deadline (5:00 p.m.) to drop a course without petitioning the dean's office. (EXCEPTION: Students whose only college is arts and sciences, as well as nondegree students, have until October 30 to drop a course without approval signatures.) Note: <i>Courses dropped after September 9 appear with a W grade on the transcript and no refunds for tuition or fees are given for course drops after September 9.</i> Second tuition & fee bill due date Second half of the tuition bill under the two-payment plan is due Faculty and staff bills are due <u>Payment is due by 5:00 p.m. MT by mail or in person; before midnight MT for Internet payments</u>
October 8 (Thurs.)	Mail OFA refunds for students not signed up for direct deposit (credits as of October 6)
October 14 (Weds.)	Spring 2010 course listings available on the Web (tentative date).
October 19 (Mon.)	Bills available online to students who have any new or unpaid charges (due November 1)
October 19-23 (Mon. – Fri.)	Course Reservation Registration
October 22 (Thurs.)	Mail end-of-month refund checks to mailing address (credits of \$1 or more as of October 20)
October 26 (Mon.) - November 29 (Sun.)	Spring 2010 registration period for continuing degree students enrolled during fall 2009.
October 27 (Fri.)	60% day – 60% of semester has been completed.
October 30 (Fri.)	Deadline for A&S and nondegree students to drop a course without approval signatures.
November 5 (Thurs.)	Mail OFA refunds for students not signed up for direct deposit (credits as of November 3)
November 11 (Weds.)	Third tuition & fee bill due date Payment is due by 5:00 p.m. by mail or in person; before midnight MT for Internet payments Past due balances will prevent registration for future terms.
November 16 (Mon.)	Bills available online to students who have any new or unpaid charges (due December 9)
November 19 (Thurs.)	Mail end-of-month refund checks to mailing address (credits of \$1 or more as of November 17) for A-E rebates
November 23-25 (Mon.-Wed.)	Fall Break. No classes.
November 26-27 (Thurs.-Fri.)	Thanksgiving Holiday. No classes. University closed.
November 30 (Mon.)	Deadline (midnight) for students paying in-state tuition to authorize COF online for fall semester 2009 and receive the COF tuition voucher. After this date students can still authorize through December 17, but need to come into the Office of the Registrar in Regent 105 to do so.
December 4 (Fri.)	Last day to accept PLUS loans if the loan is for fall-only.
December 9 (Weds.)	Tuition and fee payment deadline for any unpaid balances and new charges. Past due balances will prevent registration for future terms.

Fourth tuition & fee bill due date

Deadline to pay any unpaid balance and new charges

Payment is due by 5:00 p.m. by mail or in person; before midnight MT for Internet payments

December 11 (Fri.)

Last day of classes for fall 2009.

Last day for students to withdraw from the university for fall semester. Students in the colleges/schools of Architecture, Education, Engineering, Journalism, Law, MBA and Music must have their dean's permission to withdraw.

Last day for students to turn in Time Out Program (TOP) applications to the registrar's office for fall semester.

Deadline (5:00 p.m.) to submit an application for the Course Repetition program for fall semester.

Last day to accept fall-only Stafford loans.

December 12 (Sat.)

Last day students can work on fall work-study. Students graduating or leaving the University in December Must stop working on this date.

December 12-17
(Sat.-Thurs.)

Final exams for fall 2009. (There are no exams on Sunday, December 13.)

December 13 (Sun.)

First day students can work on spring work-study. Students who graduated or who are leaving the University at the end of the fall semester are **NOT** eligible to earn any portion of their spring work-study award.

December 17 (Thurs.)

Last day to dispute tuition and fee charges for fall withdrawals.

Mail clean-up refunds to mailing address (credits of \$1 or more as of December 15)

Deadline (5:00 p.m.) for students paying in-state tuition to authorize COF for fall semester 2009 and receive the COF tuition voucher. Students can authorize COF at the Office of the Registrar in Regent 105.

December 18 (Fri.)

Fall 2008 Commencement, Coors Events/Conference Center, 9:30 a.m.

January 11 (Mon.)

Spring Classes Begin

January 18 (Mon.)

Martin Luther King, Jr. Holiday. No classes. University Closed

January 20 (Weds.)

Spring 2010 tuition and fee payment due date.

March 22-26
(Mon.-Fri.)

Spring Break. University closed on Friday.

May 7(Fri.)

Spring 2010 Commencement, Folsom Stadium .