

SPRING 2013 CALENDAR • January 14 - May 11

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November 2012

- November 19 – 30 **Advance Spring 2013 Registration** for Regular Session (16-Week), Intercession and Special Session (12-Week) Courses.
See Quick View Chart or page 4 of the Spring 2013 Class Schedule Bulletin for payment information. See page 9 for priority registration calendar
- November 19 Start of Spring 2013 Student Health Insurance Waiver / Enrollment period

December 2012

- December 1 – 12 **Spring 2013 Intercession Course Registration period continues**
- Dec. 1 – Jan. 6 **Regular Spring 2013 Registration** continues for Regular Session Courses and Special Session (12-week) courses. Students may add/drop 16-week (regular) and 12-week special session courses online during this period. See Quick View Chart (page 4, Spring 2013 Class Schedule Bulletin) for payment information.
- December 3 First E-Bill posted for Spring 2013. Subsequent E-Bills will be sent monthly. Check your CSU E-mail for notifications.
- December 5 **Validation Deadline for Intercession Course Registration:** Initial payment due for Spring 2013 Intercession course registration before being dropped for non-payment.
- December 12 Last day to register for Spring 2013 Intercession Courses
- Dec. 12 – Jan. 12 Spring 2013 Intercession course period. Non-attendance withdrawals "WN" are due within two (2) days from the start of the intercession course.
Withdrawals for Intercession courses must be submitted within two (2) days from the start of the intercession course to receive 100% reversal of charges.
- December 13 Non-payment drop/withdrawal date for students who have not made an initial payment for Spring 2013 intercession courses.
- December 24 – 25 **HOLIDAY - Christmas Holiday Observance - No Intercession classes**
- December 31 **HOLIDAY - New Year's Day Observance - No Intercession classes**

January 2013

- January 1 **HOLIDAY - New Year's Day Observance - No Intercession classes**
- January 1 – 6 Regular Spring 2013 Registration for Regular Session (16-Week) and Special Session (12-week) courses continues.
See Quick View Chart or page 4 of the Spring 2013 Class Schedule Bulletin for payment information.
- January 2 – 12 Spring 2013 Intercession period continues
- January 7 **Validation Deadline:** Initial payment due for Spring 2013 regular session registration before being dropped or withdrawn for non-payment.
- January 7 Last day to select Cougar Cash Card as refund preference
- January 7 – 15 **Late registration / late change of program period** for Regular Session (16-week) courses- (via CSU X-Press).
Any initial (first-time) registrations processed January 14 or later will incur a \$100 late registration fee.
- January 10 – 12 Enrollment Related Services activities (See page 3 of the Spring 2013 Class Schedule Bulletin for more information)
- January 10 – 12 Spring 2013 Book Vouchers (on CSU ID) and U-Pass distribution period
- January 12 Last day of Spring 2013 Intercession courses
- January 14 **All 16-week (regular) day/evening on-campus and online classes begin.**
- January 14 - 15 Spring 2013 U-Pass distribution period
- January 15 Last day to use book vouchers on CSU ID card
- January 14 – 15 Enrollment Related Services activities continue (See page 3 of the Spring 2013 Class Schedule Bulletin for more information)
- January 14 – 15 Late registration / late change of program period online. Any initial (first-time) registrations processed January 14 or later will incur a \$100 late registration fee.
- Jan. 16 – Feb. 11 **Special Session course registration continues**
- January 16 Final grades due for Spring 2013 Intercession courses
- January 21 Deadline for enrollment in, or waiving out, of mandatory student health insurance program if enrolled in regular session (16-week) course(s)
- January 21 **HOLIDAY – Martin Luther King Jr.'s Birthday – No classes**
- January 22 Non-payment drop/withdrawal date for students who have not made an initial payment.
- January 22 Last day for faculty to submit non-attendance "WN" withdrawals to the Office of the Registrar for 16-week courses.
- January 22 Deadline for 100% reversal of refundable fees and tuition when registered for 15 hours or less or upon complete withdrawal from all courses.
See Complete Withdrawal Note at bottom of page.*
- January 22 Deadline to submit proof of required immunizations to Wellness/Health Center to avoid \$25 non-compliance fee.
- January 24 Last day to be reinstated after administrative withdrawal (non-payment and/or academic department withdrawal). Students will not be reinstated in closed courses.

February 2013

- February 1 - 12 Special Session Registration continues. Special Session Change of Program Period. (Students may add/drop courses online during this period.)
Payment is due at time of registration.
- February 8 Deadline to submit undergraduate and graduate graduation applications to academic advisors
- February 8 Deadline to submit academic petitions for Fall 2012 term
- February 11 - 12 Late registration / late change of program period via CSU X-Press for Special Session courses only.
Any initial (first-time) registrations processed February 11 or later will incur \$100 late registration fee.
- February 11 **First day of Special Session classes**
- February 11 – 16 Academic warning submission period

*NOTE: Students will not be able to drop the last class online, resulting in a full withdrawal with zero (0) credit hours of enrollment. Students must request and complete the "Complete Withdrawal Form" and submit it via the web to the Office of the Registrar (ADM 128) by 5pm, on the specified due date. He/she must also participate in a short in-person interview prior to the processing of the complete withdrawal by the Registrar's Office. See page 15 for more information.