

# Summer/Fall 2019 Academic Calendar Footnotes

Students are responsible for class prerequisites, academic calendar deadlines, services information, and registration procedures.

## Note 1

Use the following percentages to calculate deadlines for classes that meet *more or less than* the full term:

Last day to drop with a refund	.10% of class meeting times
Last date to add	.20% of class meeting times
Last date to drop a class without a W (Census Date)	.20% of class meeting times
Last date to apply for pass/no pass	.30% of class meeting times
Last date to drop with a W	.75% of class meeting times

If the class meets for 10 meetings or less, the class must be dropped prior to start of class in order to be eligible for a refund.

## Note 2

The non-resident tuition and enrollment fees differ from resident fees. The deadline to drop with a refund also differs. Please see the fees charts on pages 23-24 for information concerning non-resident tuition refund deadlines.

## Note 3

The application for a degree and/or certificate (associate in arts degree, associate in science degree, or certificate of achievement) is available from and must be submitted to the Office of Admissions and Records. Applications received after the deadline will be processed for the next term.

## Final Exams – Fall 2019

Final exams of two hours each are required in all classes except those of an activity or performance nature and are to be given in accordance with this schedule.

For classes with labs, finals will be held in accordance with the lecture schedule. Classes that do not begin on the hour will adhere to the previous hour, i.e., all classes starting between 9:00am and 9:55am will go by the 9:00am exam time. Classes that meet one day or two days on MWF or those that meet four or five days a week have finals in accordance with the MWF schedule. Classes that meet Tuesday only or Thursday only have finals in accordance with the TTh classes.

### FALL 2019 EXAM SCHEDULE – DAY CLASSES

	Monday, December 9	Tuesday, December 10	Wednesday, December 11	Thursday, December 12	Friday, December 13
7:00am-9:00am	Classes meeting 8:00am MWF	Classes meeting 8:00am TTh	Classes meeting before 8:00am MWF	Classes meeting before 8:00am TTh	Classes meeting 11:00am MWF
9:30am-11:30am	Classes meeting 10:00am MWF	Classes meeting 10:00am TTh	Classes meeting 9:00am MWF	Classes meeting 9:00am TTh	Classes meeting 12:00pm TTh**
12:00pm-2:00pm	Classes meeting 1:00pm MWF	Classes meeting 1:00pm TTh	Classes meeting 12:00pm MWF	Classes meeting 11:00am TTh	Classes meeting 4:00pm MWF
2:30pm-4:30pm	Classes meeting 3:00pm MWF	Classes meeting 3:00pm TTh	Classes meeting 2:00pm MWF	Classes meeting 2:00pm TTh	Classes meeting 5:00pm TTh*/**
5:00pm-7:00pm	Classes meeting 6:00pm MWF*	Classes meeting 6:00pm TTh*	Classes meeting 5:00pm MWF*	Classes meeting 4:00pm TTh	

\*Note: For purposes of scheduling final exams, "day classes" refers to classes that end prior to 7:00pm. Day Classes ending before 7:00pm follow the Day Finals Schedule; classes ending later than 7:00pm follow the Evening Finals Schedule.

\*\*Note: The final will be on a Friday even though regular class met on TTh.

### FALL 2019 FINAL EXAM SCHEDULE – EVENING AND WEEKEND CLASSES

Finals for evening classes (classes that have at least part of their meeting time after 7:00pm) are held from 7:30pm-9:30pm on the first regularly scheduled meeting of the class from December 9-13, 2019. Finals for Saturday and Sunday classes are held on the day of the last scheduled meeting of the class, December 7-8, 2019.

**All finals are to be two hours long. Faculty should not deviate from this schedule.**