

TO: Faculty and Staff

FROM: Pat Toney, Vice President for Academic Affairs  
Lillian Ortiz, Vice President for Strategic Enrollment and Student Engagement

DATE:

SUBJECT: Academic and Student Services Time Lines Spring 2018

Monday,	January 15	Martin Luther King Day - Holiday
Tuesday,	January 16	All College Day – NO CLASSES
Wednesday,	January 17	Classes Begin
Wed. - Wed.,	Jan. 17 – 24	Drop/Add Period
Thursday,	January 25	Withdrawal Period Begins
Thursday,	February 8	Initial Attendance Reporting opens on The Q
Thursday,	February 15	Initial Attendance due on The Q
Monday,	February 19	President’s Day Holiday - NO CLASSES
Friday,	March 2	Progress Grades due on The Q
Sun. - Sat.,	March 11 – 17	Spring Recess - NO CLASSES
Wednesday,	March 21	60% Attendance Reporting Opens on The Q (60% point is 3/28/18)
Mon. – Fri.,	Mar. 19 - 30	Priority Registration for Returning/Active Students
Sunday,	April 1	NO CLASSES
Monday,	April 2	New Student Registration Begins
Thursday,	April 5	60% Attendance information due on The Q (60% point is 3/28/18)
Friday,	April 6	Last Day to Withdraw Without Academic Penalty
Friday,	April 6	Last Day to Change a Course to or from Audit
Monday,	April 16	Patriot’s Day Holiday - NO CLASSES
Friday,	April 20	Deadline for Completion of “12 Week” Incomplete
Wed. - Tues.,	May 2 - 8	Last Week of Classes/Revised Class Schedule (Day classes are two hours in length)
Friday,	May 18	Commencement at 1:00 PM

Final Grades due on The Q 48 hours after last class/exam.  
Final Grades are available for students to view when they are entered.