

OFFICE OF THE REGISTRAR – Academic and Classroom Scheduling  
 CALENDAR OF OPERATIONS FOR SCHEDULE DEPUTIES – 2024-2025\*

SUMMER 2024

Module 1 classes begin	Mon	May	13
Memorial Day, No Classes	Mon	May	27
Module 1 classes end	Fri	Jun	7
Module 2, 2/3 classes begin	Mon	Jun	10
University Holiday, No Classes	Thu	Jul	4
Module 2 classes end	Fri	Jul	5
Module 3 classes begin	Mon	Jul	8
Module 2/3 classes end	Tue	Jul	30
Last Week (finals) schedule begins, 8:00 am	Wed	Jul	31
Module 3 classes end; Semester ends	Fri	Aug	2
Commencement, 9:30am & 2:30pm	Sat	Aug	3

FALL 2024

Classes begin, 7:30 am	Mon	Aug	19
Labor Day, No classes	Mon	Sep	2
October Break	Mon	Oct	7
October Break	Tue	Oct	8
Thanksgiving Vacation begins, 10:00 pm	Tue	Nov	26
Thanksgiving Day	Thu	Nov	28
Classes resume, 7:30 am	Mon	Nov	27
Classes end, 12:20 pm	Sat	Dec	7
Last Week (finals) schedule begins, 8:00 am	Mon	Dec	9
Semester ends, 9:00 pm	Sat	Dec	14
Commencement, 9:30am, 2:30pm, 7:0pm	Sun	Dec	15

SPRING 2025

Classes begin, 7:30 am	Mon	Jan	13
Martin Luther King Day, No classes	Mon	Jan	20
Spring Vacation begins, 12:20 pm	Sat	Mar	8
Classes resume, 7:30 am	Mon	Mar	17
Classes end, 12:20 pm	Sat	Apr	26
Last Week (finals) schedule begins, 8:00 am	Mon	Apr	28
Semester ends, 9:00 pm	Sat	May	3
Commencement	Fri	May	9
Commencement	Sat	May	10
Commencement	Sun	May	11

F=Fall  
 S=Spring  
 R=Summer  
 W=Winter

DATE	SEM	YR	
FRI MAY 10			Spring 24 Commencement 9:30, 2:30, 7:00
SAT MAY 11			Spring 24 Commencement 9:30, 2:30, 7:00
SUN MAY 12			Spring 24 Commencement 9:30, 2:30
MON MAY 13	F24		Student Course Request Form opens for New Beginners
MON MAY 13			Receive Calendar of Operations
MON MAY 13	R24		Module 1 begins
WED MAY 22	R24		Receive last week (finals) audit - due Jun 5
MON MAY 27			Memorial Day, University Holiday - No Classes
FRI MAY 31	F24		Registration system closes in preparation for New Beginners
FRI MAY 31	F24		Waitlist functionality closes
MON JUN 3	F24		Original course limits raised for New Beginners
WED JUN 5	R24		Finals week audit due
FRI JUN 7	R24		Module 1 classes end
MON JUN 10	R24		Module 2/3 classes and Module 2 classes begin
WED JUN 12	R24		Receive Finals Schedule
FRI JUN 14	R24		Instructor names from departments due
MON JUN 17	R24		Student Course Request Form closes for ES/SS
THU JUN 20	R24		ES/SS batch registration
THU JUL 4			University Holiday - No Classes
FRI JUL 5	R24		End of Module 2 classes
FRI JUL 5		S25	Receive invitation for Schedule Deputy kick-off meeting – Aug 8
MON JUL 8	R24		Module 3 classes begin
TUE JUL 9	F24		Student Course Request Form closes for New Beginners
WED JUL 10	F24		Override requests processed by 5:00pm
THU JUL 18	F24		New Beginners receive Fall 2024 schedule
MON JUL 22		W24 S25	Unitime/Timetabling site opens for input data entry – Winter 24 & Spring 25
MON JUL 22	F24		Registration open to all

DATE	SEM	YR	
MON JUL 22	F24		Waitlist functionality opens
WED JUL 24		S25	Receive large lecture and large active room request memo – due, Aug 21
FRI JUL 26	F24		Evening Exam Schedule to departments
TUE JUL 30	R24		Module 2/3 and Module 3 classes end
WED JUL 31	R24		Finals schedule begins
FRI AUG 2	R24		Summer Session Ends
SAT AUG 3	R24		Commencement, 9:30 am & 2:30 pm
MON AUG 5	F24		Receive Last Week (finals) Verification - due Aug 21
TUE AUG 6	R24		Grades must be entered in Banner by 5pm
THU AUG 8			SCHEDULE DEPUTY MEETING – WALC 1132, 10:30 am
FRI AUG 9		W24	Timetables Due – Winter 24
FRI AUG 16	F24		Waitlist functionality closes
MON AUG 19	F24		Fall semester classes begin, 7:30 am.
WED AUG 21	F24		Last Week (finals) verification due
WED AUG 21		S25	LARGE LECTURE ROOM and LARGE ACTIVE LEARN REQUESTS DUE
MON SEP 2			Labor Day - University Holiday - No classes
TUE SEP 3		S25	Student Course Request Form available
TUE SEP 3		S25	Receive SCHEDULE PLANNING MATERIALS–due Sept. 18
WED SEP 18		S25	Timetable Schedules Due
WED SEP 18		S25	Computer Lab Requirements Due
WED SEP 18	F24		Instructor names due from departments
WED SEP 18	F24		Receive Last Week (finals) Schedule
MON SEP 23		S25	Receive evening exam letter-due Oct. 25
MON OCT 7		S25	Schedule of Classes available on-line
MON OCT 7			Fall Break
TUE OCT 8			Fall Break
MON OCT 14		S25	Grad student/Professional student registration opens

DATE	SEM	YR		
MON OCT 21			R25	Receive SCHEDULE PLANNING MATERIALS-due Nov. 8
FRI OCT 25			S25	EVENING EXAM REQUESTS DUE
MON NOV 4			S25	Receive Last Week (finals) Audit – Due Nov 27
FRI NOV 8			R25	Timetable schedules due
THU NOV 14			S25	Student Course Request Form closes
TUE NOV 26				Thanksgiving Vacation begins
TUE NOV 26			S25	Pre-Registration schedules finalized by 5:00pm
WED NOV 27			S25	Last Week finals) Audit Due
THU NOV 28				Thanksgiving Holiday
FRI NOV 29				University Holiday
MON DEC 2				Classes resume, 7:30 am
MON DEC 2			S25	Open registration for all students
MON DEC 2			S25	Waitlist functionality opens
FRI DEC 6			S25	Receive Evening Exam Schedule
SAT DEC 7		F24		Classes End, 12:20 pm
MON DEC 9		F24		LAST WEEK (finals) SCHEDULE BEGINS, 8:00 am.
MON DEC 9			R25	Summer schedule of classes available on-line
MON DEC 9			F25	Unitime/Timetabling site opens for input data entry
MON DEC 9				Receive invitation for Schedule Deputy meeting – Jan 9
SAT DEC 14		F24		Semester Ends, 9:00 pm
SUN DEC 15		F24		Commencement 9:30 am, 2:30 pm, and 7:00 pm
MON DEC 16			W24	Winter session begins
TUE DEC 17		F24		Grades due in Banner by 5:00 pm
THU JAN 2			F25	Receive LARGE LECTURE ROOM REQ MEMO - due Jan. 15
THU JAN 2			S25	Receive Last Week (finals) verification – due Jan. 15
THU JAN 9			F25	Attend Schedule Deputy Kick Off Meeting

DATE	SEM	YR		
FRI	JAN	10	S25	Waitlist functionality closes
FRI	JAN	10	W24	Winter session ends
MON	JAN	13	S25	Spring semester classes begin, 7:30 am
TUE	JAN	14	W24	Grades due – Winter session
WED	JAN	15	F25	LARGE LECTURE ROOM and LARGE ACTIVE LEARN REQUESTS DUE
WED	JAN	15	S25	Instructor names due from departments
MON	JAN	20		Martin Luther King Day – No Classes
TUE	JAN	21	R25	Priority registration opens Grad registration opens
TUE	JAN	21	F25	Course Request Form opens
MON	JAN	27	R25	Senior registration opens
MON	JAN	27	F25	Receive SCHEDULE PLANNING MATERIALS-due Feb. 12
MON	FEB	3	R25	Junior registration opens
WED	FEB	5	S25	Receive Last Week (finals) schedule
MON	FEB	10	R25	Sophomore registration opens
WED	FEB	12	F25	Computer Lab Requests Due
WED	FEB	12	F25	Timetable schedules due
MON	FEB	17	R25	Freshmen registration opens
MON	FEB	24	R25	Registration open to all
SAT	MAR	8	S25	Spring Vacation begins
MON	MAR	10	F25	Schedule of Classes available on-line
MON	MAR	10	F25	Course Request Forms will validate and overrides will appear
MON	MAR	17	S25	Classes Resume, 7:30 am
MON	MAR	17	F25	Receive Evening Exam Letter – due Apr 18
MON	MAR	17	F25	Grad student/Professional student registration opens
FRI	APR	4	F25	Receive Final Exam Audit - due April 16

DATE	SEM	YR		
MON APR 7			F25	Course Request Form closes at 5:00pm
WED APR 16			F25	Final exam audit due
THU APR 17			F25	Pre-Registration schedules finalized by 5:00pm
FRI APR 18			F25	Evening Exam Requests due
MON APR 21			F25	Registration open to all
MON APR 21			F25	Waitlist functionality opens
SAT APR 26		S25		Classes End, 12:20 pm
MON APR 28		S25		Last Week (finals) schedule begins, 8:00 am
SAT MAY 3		S25		Semester Ends, 9:00 pm
TUE MAY 6		S25		Grades due in Banner by 5:00 pm
FRI MAY 9		S25		Commencement
SAT MAY 10				Commencement
SUN MAY 11				Commencement

\*Dates subject to change