

SPRING 2016

New Student Orientation (STOP BY STOP) Manual

Spring 2016 New Student Orientation Manual

Thank you for choosing the University of the District of Columbia Community College (UDC-CC) to continue your academic career. We are excited to have you here and look forward to supporting you.

This Stop By Stop Checklist is designed to guide you to the end of your first week of classes. Your goal is to complete the checklist by **Thursday, January 14th**. Doing so, you will be on your way to a successful semester.

While college is a time of increased independence and responsibility, you are not on your own. Be sure to take advantage of all the services and opportunities available to you at UDC-CC. This guide is just the beginning.

If you have any questions or need assistance, please contact us.

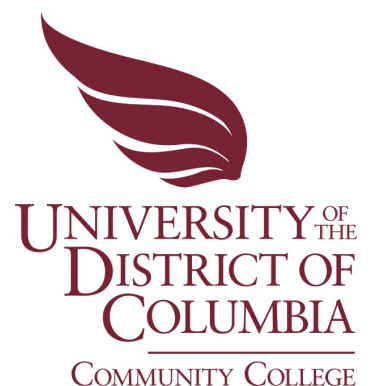
Phone: 202.274.6988

E-mail: cc@udc.edu

Location: 801 N. Capitol Street NE, Suite 205

Welcome to the UDC-CC Family!
The Student Success Team

11/24/15



SPRING 2016

Are You Having Trouble?
The Student Success Team Is Here to Help
Room 205
202-274-6988
cc@udc.edu

Success Specialist	Contact Information	Students Advised
Karen Artis	karen.artis@udc.edu 202-274-6267	Last Name A through B
Latisha Avery	latisha.avery@udc.edu 202-274-6501	Last Name C through E
Maurice Cook	maurice.cook@udc.edu 202-274-6719	Last Name F through H
Tyondra Jefferson	tyondra.jefferson@udc.edu 202-274-5463	Last Name I through L
Gerardo Najera	gerardo.najera@udc.edu 202-274-6728	Last Name M through O (Spanish Speaking also)
Alisha Mitchell	alisha.mitchell@udc.edu 202-274-6718	Last Name P through R
Amos Smith	amos.smith@udc.edu 202-274-6721	Last Name S through T
Christopher Daniels	christopher.daniels1@udc.edu 202-274-7294	Last Name U through Z
Colin Touhey, Director	ctouhey@udc.edu 202-274-5454	

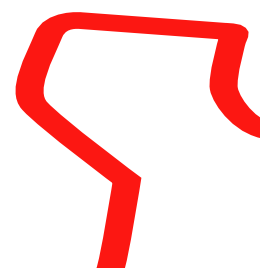
Online Resources

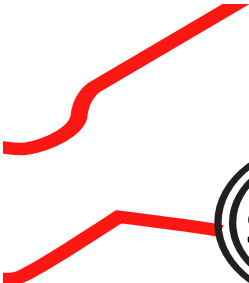
- UDC Website: udc.edu
- UDC-CC Website: cc.udc.edu
- MyUDC (Student Portal): my.udc.edu
 - Self-Service Banner (See Stop 5 in this manual)

STOP By STOP Checklist

DEADLINE: Thursday, January 14, 2016

Stop	Page	Done?
1. Complete the Admission Process (Confirmation of Enrollment)	4	☐
2. Provide Proof of Immunization	5	☐
3. Take the ACCUPLACER (Understanding Developmental Courses)	6	☐
4. Meet with an Academic Advisor (Student Success Specialist)	7	☐
5. Register for Classes	8	☐
6. Check Your Bill (Proof of Residency)	9	☐
7. Health Insurance (Waiver Process)	10	☐
8. Access Your UDC Email	11	☐
9. Select Your Payment Option (4 Options)	12-13	☐
10. Get Your UDC Identification Card	14	☐
11. Access Blackboard, GradesFirst and <i>College Career Center</i>	15	☐
12. Get Your Books (including Financial Aid Book Authorizations)	16	☐
13. Make Any Course Changes (Adds and Drops, and Withdrawals)	17	☐
CHECKLIST COMPLETION DEADLINE: <u>THURSDAY, JANUARY 14TH</u>		☐
Need Help? Student Success Specialist Contact Information	2	
Student Code of Conduct	18	
Academic Calendar	19	
Notes	20	





STOP 1

COMPLETION OF ADMISSIONS PROCESS

- ☐ Pay the Application Fee or Submit Fee Waiver
- ☐ Submit All Applicable Academic Records
 - ☐ Official Final HS/GED Transcript
 - ☐ Other College Transcripts
 - ☐ SAT/ACT Scores
 - ☐ CLEP/Advanced Placement Scores
 - ☐ Evaluation of International Transcripts (HS or Other Colleges)
 - ☐ TOEFL or IELTS Scores
- ☐ Submit Other Required Documents:
 - ☐ _____
 - ☐ _____
 - ☐ _____
 - ☐ _____
- ☐ Submit Your “Confirmation of Enrollment” Form

Submit all documents above to:

Office of Admissions (UDC Van Ness Campus)
Building 39, A Level
4200 Connecticut Avenue NW
Washington, DC 20008
Phone: 202-274-6155
Fax: 202-274-5552
udcadmissions@udc.edu

PROVIDE PROOF OF IMMUNIZATION



All students under the age of 26 must submit proof of immunization as follows:

- Two (2) doses of Measles, Mumps and Rubella Vaccines (MMR) or a positive blood test for MMR.
- One (1) booster for Tetanus/Diphtheria (Td) within the last 10 years.
- Three (3) doses of Hepatitis-B Vaccines or a positive blood test for Hepatitis-B.
- Two (2) Varicella (Chickenpox) Vaccines or a positive blood test for Varicella.
- One (1) Meningococcal Vaccine within the last 5 years for athletes and others living in university housing.

Tuberculosis (TB) testing is highly recommended for all international students, students who have studied abroad and others at high-risk for TB. Also students under the age of 18 must show proof for Polio immunization.

Students with incomplete immunization records will be ineligible to register for classes!

If you are missing any of the above vaccines, please obtain that vaccine from your private physician or neighborhood health clinic. Also, UDC Health Services can provide the immunizations for a fee. Some students may be eligible for free immunizations through the DC Department of Health Vaccines Program.

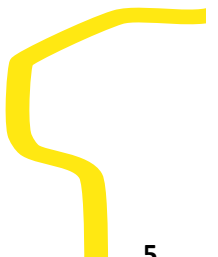
Important Note : If you attended a DCPS or public charter school or have received health benefits or services from the DC government, University Health Services may be able to access your health records online. Contact University Health Services at the number below to find out.

Immunization Fee Schedule for UDC Health Services

MMR (Measles, Mumps, and Rubella	\$65 per dose
Tdap (Tetanus, Diphtheria & Pertussis)	\$50 per dose
Hepatitis B	\$55 per does
Meningococcal	\$125 per dose
Varicella	\$115 per dose

Submit health records with Student ID number atop to:

University Health Services (UDC Van Ness Campus)
4200 Connecticut Avenue NW
Building 44, Room A-40
Phone: 202-274-5030
Fax: 202-274-5411





STOP 3

TAKE THE ACCUPLACER

The ACCUPLACER is a Math and English placement exam used to ensure that students are in the appropriate Math and English courses. **All** students must take the ACCUPLACER prior to meeting with an advisor UNLESS:

- The student has completed a college-level English course **and** college-level Math course with a grade of “C” or better.
- The student has earned an SAT or ACT score to qualify for UDC Flagship admission.
- The student has a TOEFL score BELOW 79 or an IELTS score BELOW 6.5 (Requires placement in ESL courses).

If you are not sure if you need to take the ACCUPLACER, please speak with a Student Success Specialist.

To sign up for the ACCUPLACER, visit:

<http://bit.ly/udctesting>

Also, it is very important to prepare BEFORE taking the exam. A little practice can make a big difference in your score. Visit the link below to prepare yourself for the ACCUPLACER:

<https://accuplacer.collegeboard.org/students>

Understanding Developmental Courses

If you do not place into college-level courses on the ACCUPLACER, you will need to take co-remediation courses. Co-remediation courses are taken along-side college-level courses and support students in completing their college-level work.

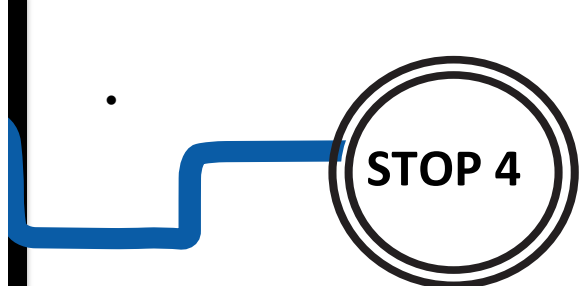
They earn credit (and must be paid for) but DO NOT fulfill any degree requirements.

Co-Remediation for English

- Two Classes: English Fundamentals (ENGL 015C) and English Composition I (ENGL 101C)

Co-Remediation for Math

- Two Classes: Introduction to Algebra (MATH 015C) and General College Math I (MATH 101C)
OR
- One Class: Intermediate Algebra with Supplemental Instruction (MATH 105C)



STOP 4

MEET WITH AN ACADEMIC ADVISOR (Student Success Specialist)

Below are several questions you should consider before meeting with an academic advisor (Student Success Specialist).

- What is your goal in enrolling at UDC-CC? (It is best if you can summarize this in one sentence.)
- How many hours a week are you prepared to be in school? Each class is a commitment of about 9-12 hours per week between time in class and studying. Therefore, registering for 4 classes equals a commitment of about 40 hours per week, a full-time job.
- What are your obligations outside of school?
 - Are you working outside of school or do you plan to work? If so, how many hours per week?
 - What are your family responsibilities? How will this affect my class schedule?
 - What are other restrictions you may have on your time in school?
- Do you have your ACCUPLACER scores with you? (If applicable)
- Do you have your Program of Study? Have you reviewed it? What questions do you have about it?
- For transfer students, do you have copies (official or unofficial) of all your transcripts from your previous school(s)? While you submitted these for admission purposes, it can take several weeks for an official evaluation. Therefore, an academic advisor will need to see copies to determine the classes you need today.
- For returning students, are you on probation or were you on academic suspension? Do you have courses you need to repeat? Repeating a course is the fastest way to raise your GPA, if you still need that class for your degree.

What is *First Year Seminar*? Why should I take it?

First Year Seminar (sometimes called *FYS* or *Freshman Orientation*) is a course that prepares students to be successful at UDC-CC and as college students in general.

It is required for most degree programs and strongly recommended for all students in their first semester at UDC-CC.

Exception: Students who transfer 15 or more credit hours to UDC or have passed a similar course at another school are not required to take *First Year Seminar*, but it is recommended.

STOP 5

REGISTER FOR CLASSES

1. Go to my.udc.edu and click the BLUE **Self Service Banner** link.
2. Log in with your User ID and PIN. Your User ID is your student ID number ("N" number). The first time you log in, your PIN is your 6-digit birthday (MMDDYY). You will be prompted to change your PIN and create security questions.
3. Click on "Student," then "Registration."
4. Click on "Look Up Classes".
5. Select the Term (Spring 2016)
6. Under the Subject box Click on "Advanced Search".
7. Use the "Subject," and "Campus" search tools only:
 - a. For "Subject," you can look on your program of study or ask an advisor for assistance
 - b. For "Campus," choose "Community College of DC"
8. Check the box next to the course you wish to take and hit "Register" at the bottom of the page.

To drop a class from your schedule:

1. Click on the "Student" tab and then click on "Registration."
2. Click the "Add or Drop Classes" link and find the course you want to drop.
3. Select "Web Drop" on the "Action" drop-down menu for that course.
4. Click "Submit Changes" at the bottom of the page.

To view your schedule:

1. Click on the "Student" tab and then click on "Registration"
2. Click on "Student Detail Schedule"

CHECK YOUR BUILDING NUMBER:

Building 53 is the 801 North Capitol Street Campus

Building 54 is the Bertie Backus at 5171 South Dakota Ave NE

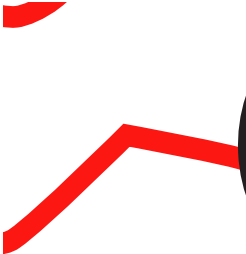
Buildings in the 30s/40s are at the Van Ness at 4200 Connecticut Ave

DAYS: M = Mon, T = Tues, W = Wed, R = Thurs, F = Fri, S = Sat

Common Registration Error Messages

Error Message	Explanation	Action Needed
College Restriction	You are attempting to register for a course on the main campus.	For "Campus" choose "Community College of DC" (see Registration Steps 6 and 7 above).
Time Conflict with CRN #####	This course overlaps with another course on your schedule.	Adjust your schedule so that all class times are clear of one another.
Co-Requisite Required	The course requested requires enrollment in another specified course (i.e. lab) during the same semester.	Use the "Advanced Search" tool. After selecting the subject and campus, select both a lecture AND a lab from the course listing (see Registration Steps 6 and 7 above).
Prerequisite/ Test Score	You have not met the prerequisite and/or placement test score established for the course.	Select another course or check with an Advisor if you believe you have met the prerequisite.





STOP 6

CHECK MY BILL

To view your bill:

- Login to your MyUDC account
- Click on the “Student” tab and then click on “Student Account”
- Click “Account Summary by Term”

Be sure that the charges are correct and you are being charged the correct tuition rate.

For a breakdown of tuition rates and fees, please visit <http://cc.udc.edu/fees>.

Residency

For tuition purposes, students are classified as District, Metro Area, or Out-of-State residents, and pay different tuition rates accordingly. These classifications are defined as follows:

- District: Bona fide (authenticated via documented proof) residents of the District of Columbia
- Metro Area: Bona fide residents of one of the following counties: Montgomery County, Prince George’s County, Arlington County, Alexandria County, or Fairfax County
- Out-of-State: Residents of any state, territory, or county other than those defined by the District and Metro Area

All students are classified as Out-of-State residents UNTIL they provide the proper documentation to the Office of Enrollment Management. The Office of Admissions can assist with this (See Step 1 for contact information) or contact:

Latresa Stewart
ljstewart@udc.edu or 202-274-7168

For the complete residency policy, visit:
<https://www.udc.edu/docs/admissions/Residency Policy.pdf>

Please submit a **Residency Application** with all documents.



STOP 7

STUDENT HEALTH INSURANCE

All students are automatically enrolled in the University of the District of Columbia sponsored health insurance plan upon registering! Students will see a “STUDENT HEALTH PREMIUM” charge at the time they register.

Students who have comparable coverage can waive this charge. Students who DO NOT WAIVE this charge will be responsible for it!

The waiver will be available 24 hours after registering for classes.

Online Waiver Deadline: Sunday, January 24, 2016

Students who already have comparable coverage and wish to waive out of the plan can do so online 24 hours after registering for classes.

1. Go to www.firststudent.com
2. Select “University of the District of Columbia” from the menu at the bottom of the page.
3. Select “Waive Your School Health Insurance” on the left side of the page.
4. Select the 2015-2016 school year.
5. Select “Waive Now”.
6. **VERY IMPORTANT** - Enter your date of birth: MM/DD/YYYY
7. **VERY IMPORTANT** - Enter your Student ID Number: N00XXXXXX
8. Enter ALL requested insurance information completely. Avoid abbreviating the names of companies.

Waivers should be processed within 3 business days. Check your UDC email account (see [Stop 8](#)) for your waiver approval. Promptly reply to any requests for additional information or denials.

Call UDC Health Services at 202-274-5030 with any questions.

STOP 8

ACCESS YOUR UDC EMAIL

Approximately one day AFTER students confirm their enrollment, they can activate their UDC email.



To Activate Your UDC Email Account:

- Go to: my.udc.edu
- Enter your email address: first.lastname@udc.edu (Ex. john.smith@udc.edu)*
- Enter your temporary password: Student ID number (with a capital N)

* Sometimes the format for a student's email address does not follow this pattern. Please check with a Student Success Specialist if you think this may be the case.

Still having trouble?

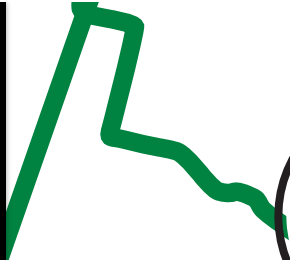
See Maurice Green in Room 527

Or

Email IT Support at support@udc.edu

Or

Call 202-274-5941



STOP 9

SELECT YOUR PAYMENT OPTION

(4 OPTIONS)

PAYMENT DEADLINEs FOR SPRING 2016 CLASSES:

Tuesday, January 19, 2016

Select Your Payment Option Below

- ☐ **Payment Option 1: Financial Aid.** If you have applied for Financial Aid, check your MyUDC account for the status of your award.

How to Check Your Financial Aid Application Status and Review Your Awards

1. Go to my.udc.edu and click the BLUE [Self Service Banner](#) link. (You can also access your Financial Aid information by logging in with your UDC Email address. See [Stop 8](#) on the previous page.)
2. Log in with your User ID and PIN. Your User ID is your student ID number (“N” number). The first time you log in, your PIN is your 6-digit birthday (MMDDYY). You will be prompted to change your PIN and create security questions.
3. Click on “Financial Aid Awards”.
4. Click on the “Financial Aid” tab.
5. Select “Eligibility” if you want to check for Outstanding Requirements that may prevent UDC from awarding or disbursing your aid. You may also review your Satisfactory Academic Progress (SAP) status by selecting “Eligibility”.
6. When prompted for the Award Year you wish to review, use the drop down box to select the correct aid year.
7. Select “Financial Aid Status” to view current information that is applicable to your awards or eligibility.
8. Select “Award” and then “Award for Aid Year” to view your current award status. From this page you may also select the following:

Award Overview Tab to view your Current Awards

Resource Tab to determine if UDC is aware of any outside resources you have coming to assist you with your educational costs.

Terms and Conditions Tab to ensure that you understand the various terms, policies, and procedures that affect your eligibility for any awards you may be offered. Before you can

accept any awards offered, you must accept your terms and conditions by selecting the Accept Box at the bottom of the page.

Accept Award Offer Tab to review any aid awarded to you in Offer Only status. On this tab you may accept your offer, decline your offer, or accept a reduced amount. You will not have access to the Accept Award Offer Tab until you have accepted the Terms and Conditions governing your awards.

Special Messages Tab to view messages to assist you with the financial aid application process.

When your review of your awards or requirements is complete, you may select "Exit" on the far right of the tool bar to exit My UDC.

Attention Transfer Applicants to UDC who will seek Financial Aid

If you *have or will* request Financial Aid (via FAFSA), the University *requires--- for financial aid purposes --- verification of high school completion*. In addition to your college transcripts, please submit a high school transcript or GED transcript to the Office of Admissions. You will be denied packaging for Financial Aid if your high school transcript is not on file!

- ☐ **Payment Option 2: Out of Pocket (Credit or Debit Cards).** If you are paying by credit or debit card, complete your payment through your MyUDC account under "Account Summary." Go to the bottom of the page and select "Credit Card Payment."
- ☐ **Payment Option 3: Out of Pocket (Cash, Check or Money Order).** If you are paying by cash, check or money order, you must visit the UDC Cashier's Office, located on the Van Ness Campus, 4200 Connecticut Avenue NW, Building 39, 2nd Floor. The Cashier's Office is open Monday to Friday, 8:30AM to 5PM.
- ☐ **Payment Option 4: The Tuition Management System (TMS).** TMS allows students to spread the payment of their classes across the semester. To enroll in TMS, students must visit www.udc.afford.com. For additional information about TMS, contact the Office of Student Accounts (Room 313 or 202-274-6825) or email Gloria Betts (gbetts@udc.edu).

If your situation is not covered by any of the options above, please contact the Office of Student Accounts (Visit Room 313 or call 202-274-6825).



IDENTIFICATION CARDS & PARKING PERMIT

Student Identification Card (OneCard) Your OneCard is required for access to all University services, buildings, and grounds.

It must be presented upon request by Office of Public Safety personnel. Replacement ID Cards are issued for lost, stolen or defaced ID's, **after** completing a UDC Campus Police report, payment of the requisite fee, and proof of registration for the current academic term.

New Students: Will be issued an ID card after registration.

Readmit Students: Will be issued new ID cards. Old IDs must be replaced with the new OneCard.

To get an UDC Student Identification Card, students must show:

- A copy of your schedule (paper or electronic).
- A government-issued photo ID (i.e. License, Non-Drivers ID, High School ID if your 19, or Military ID). **Your ID must match what is in the system.**

Please contact the Office of Public Safety at 202-274-5050.

Parking Permit Holders Automation Information

1. To purchase a parking decal, complete application and make payment at the Cashier's Office in Building 39 Room 201. *To complete your application, you will need your vehicle registration, vehicle insurance policy, and OneCard ID.*
2. Bring your completed application and receipt of payment to the Parking Operations Office in Building 39 Room 104 during normal business hours of Monday through Friday, 9 AM -5 PM to obtain your decal.
3. **UDC Community College Students Must Specifically Request a Decal for the Community College Parking Garage**

PLEASE KEEP ALL RECEIPTS

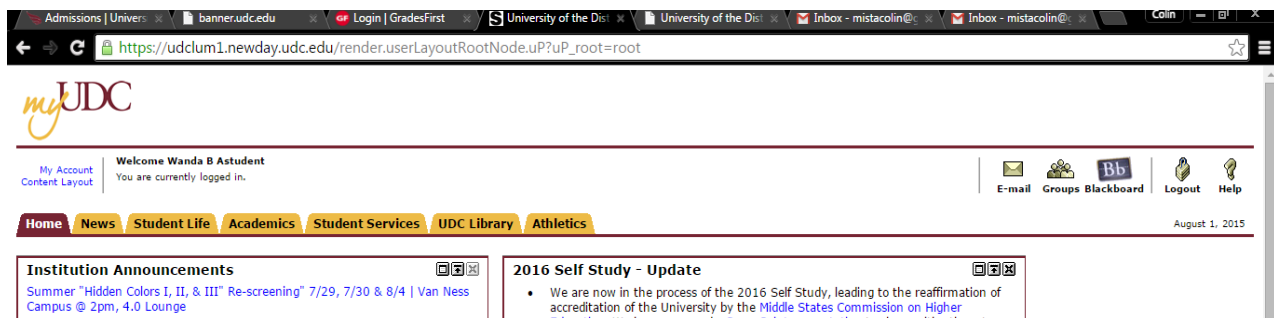
STOP 11

Access Blackboard, GradesFirst and College Career Center

Blackboard: Blackboard allows faculty to add class materials, quizzes, tests and other resources for students to access online to enhance teaching and learning efforts.

To access Blackboard: Log into your MyUDC account at my.udc.edu and click on the Blackboard link near the top-right of the screen. The Student Orientation to Online Learning is now available. To access this program, click the “Announcements” tab on the Blackboard home screen.

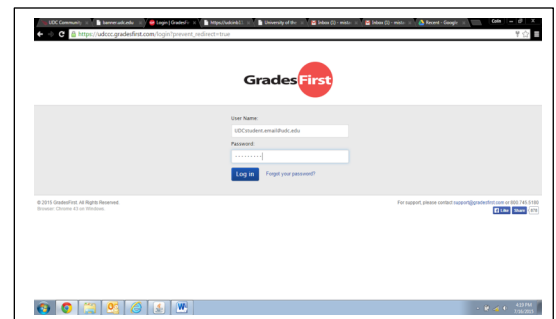
If you are having difficulty accessing Blackboard, please contact the Blackboard Help at 202-274-5665 or 877-736-2585 or railhelpdesk@udc.edu.



GradesFirst: GradesFirst is an online system for students to make appointments with Student Success Specialists and to stay informed about developments opportunities at UDC-CC. Additionally, students will be able to use GradesFirst to take advantage of tutoring in the *Academic Center for Excellent Students (ACES)* located in Room 712.

To Access GradesFirst: Your GradesFirst account information will be emailed to your UDC email account.

If you have difficulty accessing GradesFirst or if the information has not been emailed to you, please email cc@udc.edu from your UDC email account. Put “GradesFirst” in the subject line. Be sure to include your name and Student ID number in the email.



College Career Center: This app gives you access to a large number of career services available at UDC Community College. Download it to your smartphone from either the *Apple App Store* or *Google Play*.



GET YOUR BOOKS

(including Financial Aid Book Authorizations)

Students can find out which books they need for their classes in three ways:

- By visiting the UDC Bookstore link under “About UDC-CC” at cc.udc.edu
- By visiting the UDC Bookstore with a copy of their schedules
- From their instructors

Book Store Authorizations

Eligible financial aid recipients may purchase their books **directly from the Follett Bookstore** at either the Flagship Campus or Community College. Financial aid recipients that have a credit balance after tuition and fees are eligible to purchase books.

To be eligible, aid recipients must meet the following criteria:

- You have accepted the financial aid award offer and registered for classes for the Semester.
- You have “Authorized” on your completed “Title IV Authorization Form” that you agree to use the funds to purchase books.
- You are not on Financial Aid Suspension or any status that prevents your funds from being authorized.
- You have determined you have a credit balance by subtracting your tuition and fee charges from your financial aid award.



STOP 13

MAKE ANY COURSE CHANGES

(Adds & Drops and Withdrawals)

Make Any Course Changes (Adds & Drops and Withdrawals)

Students can add classes to or drop classes from their schedules until **Friday, January 15th**. Once classes have begun for the session, there is a cost for adding and dropping classes (\$10 per course change).

To ADD a class:

1. Go to my.udc.edu and login using your Email address (see [Stop 8](#) in this manual).
2. Click on “Academics” tab.
3. Click on “Look Up Classes” in the “Registration Tools” box.
4. Then refer to [Step 5](#) in this manual.

To DROP a class:

1. Go to my.udc.edu and login using your Email address (see [Stop 8](#) in this manual).
2. Click on “Academics” tab.
3. Click on “Add or Drop Classes” in the “Registration Tools” box.
4. Select the Term (Spring 2016).
5. On the “Add or Drop Classes” page, find the course you want to drop.
6. Select “Web Drop” on the “Action” drop-down menu for the course you want to drop.
7. Click “Submit Changes” at the bottom of the page.

WHENEVER you make a course change, check you bill to make sure it is correct (see [Stop 6](#) in this manual).

What is a Course Withdrawal? How is it different from dropping a course?

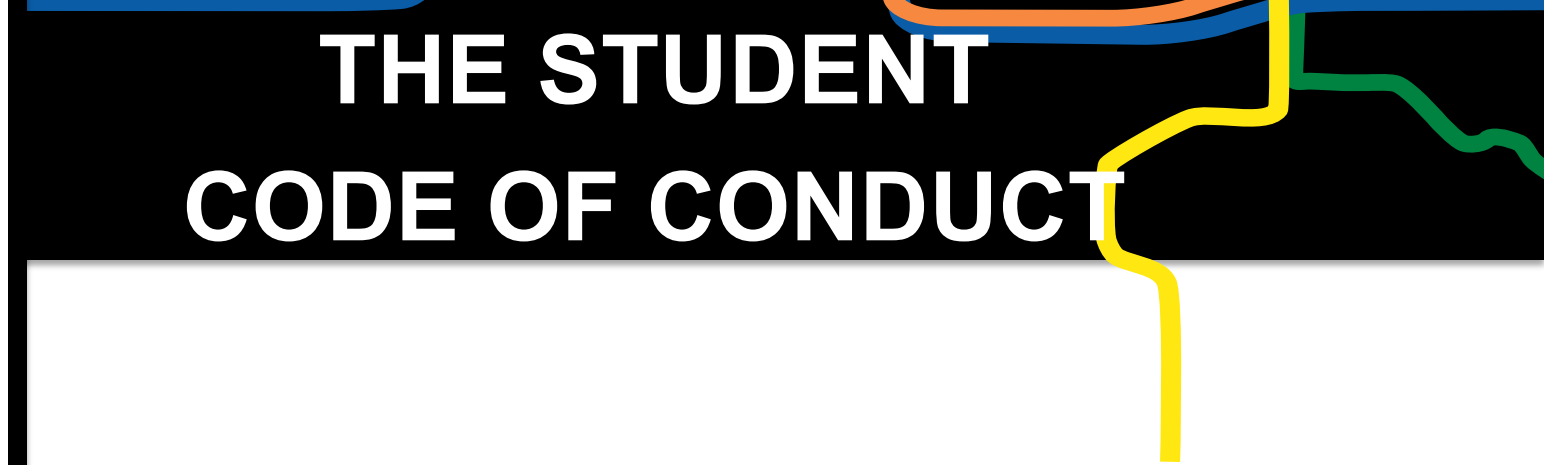
After the Add and Drop period has ended for each session, students cannot add courses to their schedules or make changes to their class sections. But a student can withdraw after the Add/Drop period has ended.

Unlike dropping a course, when a student withdraws from a class, the course is still recorded on the student’s academic record (a “W”), but no grade is given for the course. This means that the course still counts as an attempted class but does not affect the student’s GPA. Withdrawals will have an impact on a student’s academic history and possibly his or her financial aid eligibility.

Also, a student withdrawing from a course will be responsible for paying any fees associated with the class, but a percentage of the tuition is refunded depending on how far into the semester the student withdraws. The deadline for withdrawing from a class is **Friday, March 25th**.

Withdrawals should be only done when it is absolutely necessary. The best way to avoid having to withdraw is to speak with a Student Success Specialist at the first sign of difficulty.

THE STUDENT CODE OF CONDUCT



The **Code of Student Conduct** is established to foster and protect the core missions of the University, to encourage the scholarly and civic development of the University's students in a safe and secure learning environment, and to ensure that the people, properties and processes support the University and its mission. The core missions of the University are research, teaching and learning, and service. Preservation of academic freedom and free and open exchange of ideas and opinions for all members of the University are central to these missions.

Student Conduct Pledge:

“As a student of the University District of Columbia Community College:

I will do my best to support the intrinsic values of academic success by honoring University policies, and the expected behavior of civility and respect to my fellow students, faculty and staff.”

http://www.udc.edu/docs/student_affairs/Code_of_Student_Conduct_8_4_09.pdf

Academic Calendar - Spring 2016	
Tuition Installment Plan Enrollment Period for Continuing Students	Nov. 2, 2015- Jan. 15, 2016
Spring 2016 Online Course Adjustment Period for continuing Students	January 4-9, 2016
Deadline Date to Submit Change of Major Forms to Registrar's Office	January 8, 2016
Classes Begin	January 11, 2016
Late registration and Add/Drop (On line)	January 11-15, 2016
Martin Luther King Jr. Holiday observance (University Closed)	January 18, 2016
Classes Resume	January 19, 2016
Deadline for Spring Course Payment: Failure to pay restricts registration for next semester	January 19, 2016
Attendance Verification Reports Due (Online)	January 19-26, 2016
Withdrawal Deadline for 100% Refund (Tuition Only)	January 19-26, 2016
Last Day to Apply for Spring 2016 Graduation	January 29, 2016
President's Day Observed (University Closed)	February 15, 2016
Classes Resume	February 16, 2016
Founder's Day	February 18, 2016
Mid-term Exams	February 29 –March 5, 2016
Last day to Enter Mid-Term Grades Online	March 8, 2016
Spring Break (Classes Suspended)	March 14-19, 2016
Classes Resume	March 21, 2016
Last day to Withdraw from Classes without Academic Penalty	March 25, 2016
Continuing Students Advisement Period for Fall 2016	April 1-May 1, 2016
Continuing Students Online Registration for Fall 2016	April 1-July 29, 2016
Registration for 2016 First –Six Week Summer Session	April 1-May 13, 2016
Registration for 2016 Second–Six Week Summer Session	April 1- June 27, 2016
Tuition Installment Plan Enrollment Period for Continuing Students Fall 2016	April 1- August 28, 2016
Deadline for Graduating Seniors to Clear Any Financial Obligations	April 8, 2016
Emancipation Day Observed (University Closed)	April 15, 2016
Classes Resume	April 18, 2016
Last Day for Deans to Submit Undergraduate Graduation Clearance Forms to the	

Reminder: Deadline date to pay for Spring 2016 course registration – January 19, 2016.

100%

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