10-25-2002

SR-02-03-(8) 38 BAPC

Marshall University

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BUDGET & ACADEMIC POLICY COMMITTEE
RECOMMENDATION

SR-02-03-(8) 38 BAPC

Recommends that the University adopt the attached Academic Calendar 2003 – 2004 and the Academic Calendar 2004 – 2005.

RATIONALE:

The adoption of a new two-year calendar, and its inclusion in the forthcoming university catalog, is needed to allow faculty, administrators, staff, and students to plan or schedule future activities.

FACULTY SENATE PRESIDENT:

APPROVED
BY SENATE: ___________________________ DATE: ________________

DISAPPROVED
BY SENATE: ___________________________ DATE: ________________

UNIVERSITY PRESIDENT:

APPROVED: ___________________________ DATE: ________________

DISAPPROVED: ___________________________ DATE: ________________

COMMENTS: October 24, 2002 - Approved as amended due to approval of SR-02-03-(9) 39 BAPC.
First Semester 2003 – 2004

- Registration and Add/Drop (Schedule Adjustment)
- Residence Halls Open
- First Day of Classes
- Late Registration
- Add/Drop (Schedule Adjustment)
- Last Day to Add Classes (Withdrawals Only After This Date)
- University Computer Services Unavailable
- Labor Day Holiday – University Closed
- “W” Withdrawal Period Begins
- Application for December Graduation Due in Academic Dean’s Office
- Last Day to Drop 1st 8 Weeks Courses
- Final Draft of Thesis/Dissertation Due in Advisor’s Office
- Mid-Semester, 1st 8 Weeks Courses End
- 2nd 8 Weeks Courses Begin
- Deadline for Submitting Freshmen Mid Term Grades
- Last Day to Drop a Full Semester Individual Course
- Complete Withdrawals Only
- Last Day to Drop 2nd 8 Weeks Courses
- Advance Registration for Spring Semester for Currently Enrolled Students
- Advanced Registration for Spring Semester Open to All Admitted/Re-Admitted Students
- Residence Halls Close
- Thanksgiving/Fall Break – Classes Dismissed
- University Computer Services Unavailable
- Thanksgiving Holiday – University Closed
- University Holiday – University Closed
- Residence Halls Open
- Classes Resume
- “Dead Week”
- Last Possible Date for Thesis/Dissertation Defense
- Last Class Day and Last Day to Completely Withdraw for Fall Semester
- Exam Day for Saturday Classes
- Advance Registration and Add/Drop for Spring Semester is Suspended
- Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office
- Exam Day
- Exam Day
- Study Day – Exams for Wednesday Classes 3 p.m. and After Will Be Held
- Exam Day
- Exam Day – Fall Semester Closes – Official Graduation Date for Fall Semester
- Residence Halls Close
- Deadline for Submitting Final Set of Grades
- University Closed
- MILO Registration Resumes
- University Offices Open
Second Semester 2003 – 2004

January 2, 2004, Friday
January 2, Friday – January 9, Friday
January 11, Sunday, 9 a.m.
January 12, Monday
January 12, Monday – January 14, Wednesday
January 12, Monday – January 16, Friday
January 16, Friday
January 19, Monday
January 20, Tuesday
January 23, Friday
February 13, Friday
March 3, Wednesday
March 4, Thursday
March 8, Monday
March 12, Friday
March 13, Saturday, Noon
March 14, Sunday – March 21, Sunday
March 21, Sunday - Noon
March 22, Monday
March 26, Friday
March 29 – April 30
March 29 – April 2

April 5

April 8, Thursday
April 12 – April 23

April 26, Monday
April 26, Monday – April 30, Friday
April 26 – April 30

April 30, Friday

May 3 – May 14

May 1, Saturday
May 3, Monday

May 3, Monday
May 4, Tuesday
May 5, Wednesday

May 6, Thursday
May 7, Friday
May 7, Friday, 6 p.m.
May 8, Saturday
May 10, Monday
May 11, Tuesday
May 17, Monday

May 29 – May 31
May 31, Monday

University Offices Open
Registration and Add/Drop (Schedule Adjustment)
Residence Halls Open
First Day of Class
Late Registration
Add/Drop (Schedule Adjustment)
Last Day to Add Classes (Withdrawals Only After This Date)
Martin Luther King, Jr. Holiday – University Closed
“W” Withdrawal Period Begins
Application for May Graduation Due in Academic Dean’s Office
Last Day to Drop 1st 8 Weeks Courses
Mid-Semester, 1st 8 Weeks Courses End
2nd 8 Weeks Courses Begin
Deadline for Submitting Freshmen Mid Term Grades
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Residence Halls Close
Spring Break – Classes Dismissed
Residence Halls Open
Classes Resume
Last Day to Drop a Full Semester Individual Course
Complete Withdrawals Only
Advanced Registration for Summer Session for Currently Enrolled Students
Advanced Registration for Summer Session Open to All Admitted/Re-admitted Students
Last Day to Drop 2nd 8 Weeks Courses
Advanced Registration for Fall Semester for Currently Enrolled Students
Last Possible Date for Thesis/Dissertation Defense
“Dead Week”
Advanced Registration for Fall Semester Open to All Admitted/Readmitted Students Except First-Time Fall Undergraduates
Last Class Day and Last Day to Completely Withdraw for Spring Semester
Advanced Registration and Add/Drop for Fall Semester is Suspended
Exam Day for Saturday Classes
Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be In Graduate College Office
Exam Day
Exam Day
Exam Day
Study Day- Exams for Wednesday Classes 3 p.m. and After Will Be Held
Exam Day
Exam Day
Residence Hall Close (except for graduating seniors)
167th Commencement Exercises
Summer Session “A” Begins
Deadline for Submitting Final Set of Grades
Registration and Add/Drop Resume for Fall Semester for All Students Except First Time Fall Undergraduates
University Computer Services Unavailable
Memorial Day Holiday – University Closed
Session A:
May 7, Friday, 8 a.m. – 5 p.m.
May 10, Monday
May 10, Monday, 8 a.m. – 5 p.m.
May 28, Friday
May 29 – May 31
May 31, Monday
June 1 – June 3
June 3, Thursday
June 4, Friday
June 7, Monday

Session B:
Term 1 (12 Weeks) May 17 – August 9
Term 2 (6 Weeks) May 17 – June 28
Term 3 (6 Weeks) June 29 – August 9

Term 1
May 14, Friday 8 a.m. – 5 p.m.
May 17, Monday
May 17, Monday
May 29 – May 31
May 31, Monday
July 5, Monday
July 16, Friday
July 23, Friday
August 2, Monday
August 6, Friday
August 9, Monday
August 11, Wednesday
August 12, Thursday

Term 2
May 14, Friday, 8 a.m. – 5 p.m.
May 17, Monday
May 17, Monday
May 29 – May 31
May 31, Monday
June 11, Friday
June 11, Friday
June 25, Friday
June 28, Monday
June 30, Wednesday
July 7, Wednesday

Term 3
June 29, Tuesday
July 5, Monday
July 16, Friday
July 23, Friday
August 2, Monday
August 6, Friday
August 9, Monday
August 11, Wednesday
August 12, Thursday

Summer Sessions 2004

Session A – Regular Registration
Session A – First Day of Classes
Late Registration and Last Day to Add Classes for Session A
Last Day to Drop an Individual Course
University Computer Services Unavailable
Memorial Day Holiday – University Closed
Complete Withdrawals Only
Last Class Day – Last Day to Withdraw for Session A
Final Examination Day – Session A Ends
Deadline for Submitting Final Grades for Session A

Regular Registration – Session B
First Class Day
Late Registration and Last Day to Add Classes for Session B
University Computer Services Unavailable
Memorial Day Holiday – University Closed
Independence Day Holiday Observed – University Closed
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Last Day to Drop an Individual Course
Last Possible Date for Thesis/Dissertation Defense
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office

Regular Registration – Session B
First Class Day
Late Registration and Last Day to Add Classes for Session B
University Computer Services Unavailable
Memorial Day Holiday – University Closed
Last Day to Drop an Individual Course
Final Draft of Thesis/Dissertation Due In Adviser’s Office
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office

First Class Day
Independence Day Holiday Observed – University Closed
Final Draft of Thesis/Dissertation Due In Advisor’s Office
Last Day to Drop an Individual Course
Last Possible Date for Thesis/Dissertation Defense
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office
Session C:
June 4, Friday, 8 a.m. – 5 p.m.
June 6, Sunday, 9 a.m.
June 7, Monday
June 7, Monday
June 11, Friday

June 25, Friday
June 28 – July 8
July 5, Monday
July 7, Wednesday

July 8, Thursday
July 9, Friday

July 12, Monday

Session D:
July 12, Monday, 8 a.m. – 5 p.m.
July 13, Tuesday
July 13, Tuesday
July 16, Friday

August 2, Monday
August 6, Friday
August 9 – August 12
August 12, Thursday

August 13, Friday

August 13, Friday, 6 p.m.
August 16, Monday

Approved by Calendar Committee, September 30, 2002
Marshall University Academic Calendar for 2004—2005

First Semester 2004 – 2005

August 16, Monday – August 20, Friday
August 21, Saturday, 9 a.m.
August 23, Monday, 8 a.m.
August 23, Monday – August 25, Wednesday
August 23, Monday – August 27, Friday
August 27, Friday
August 30, Monday
September 4 – September 6
September 6, Monday
September 17, Friday

September 24, Friday
October 11, Monday
October 12, Tuesday
October 13, Wednesday
October 18, Monday
October 29, Friday
November 1 – December 3
November 12, Friday
November 8 – November 19

November 22 – December 3
November 23, Tuesday, 6 p.m.
November 24, Wednesday – November 28, Sat.
November 25 – November 28
November 25, Thursday
November 26, Friday
November 28, Sunday, Noon
November 29, Monday
November 29, Monday – December 3, Friday
December 3, Friday

December 3, Friday
December 4, Saturday
December 6 – December 27

December 6, Monday
December 7, Tuesday
December 8, Wednesday

December 9, Thursday
December 9, Thursday

December 10, Friday
December 10, Friday, 6 p.m.
December 13, Monday
December 23, Thursday – January 2, 2005, Sunday
December 28 – 31

January 3, 2005, Monday

Registration and Add/Drop (Schedule Adjustment)
Residence Halls Open
First Day of Classes
Late Registration
Add/Drop (Schedule Adjustment)
Last Day to Add Classes (Withdrawals Only After This Date)
“W” Withdrawal Period Begins
University Computer Services Unavailable
Labor Day Holiday – University Closed
Application for December Graduation Due in Academic Dean’s Office
Last Day to Drop 1st 8 Weeks Courses
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Mid-Semester, 1st 8 Weeks Courses End
2nd 8 Weeks Courses Begin
Deadline for Submitting Freshmen Mid Term Grades
Last Day to Drop a Full Semester Individual Course
Complete Withdrawals Only
Last Day to Drop 2nd 8 Weeks Courses
Advance Registration for Spring Semester for Currently Enrolled Students
Advance Registration for Spring Semester Open to All Admitted/Re-Admitted Students
Residence Halls Close/Night Classes Meet
Thanksgiving Break – Classes Dismissed
University Computer Services Unavailable
Thanksgiving Holiday – University Closed
University Holiday – University Closed
Residence Halls Open
Classes Resume
“Dead Week”
Last Class Day and Last Day to Completely Withdraw for Fall Semester
Last Possible Date for Thesis/Dissertation Defense
Exam Day for Saturday Classes
Advance Registration and Add/Drop for Spring Semester is Suspended
Exam Day
Exam Day
Study Day—Exams for Wednesday Classes 3 p.m. and After Will be Held
Exam Day
Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office
Exam Day—Fall Semester Closes—Official Graduation Date for Fall Semester
Residence Halls Close
Deadline for Submitting Final Set of Grades
University Offices Closed
MILU Registration Resumes
University Offices Open
Second Semester 2004 – 2005

January 3, 2005, Monday
January 3, Monday – January 7, Friday
January 9, Sunday, 5 a.m.
January 10, Monday
January 10, Monday – January 12, Wednesday
January 10, Monday – January 14, Friday
January 14, Friday
January 17, Monday
January 18, Tuesday
January 21, Friday
February 11, Friday
March 2, Wednesday
March 3, Thursday
March 7, Monday
March 14, Monday
March 19, Saturday, Noon
March 20, Sunday – March 27, Sunday
March 27, Sunday, Noon
March 28, Monday – April 1, Friday
April 1, Friday
April 4 – April 29
April 4
April 8, Friday
April 11 – April 22
April 25, Monday
April 25, Monday – April 29, Friday
April 25 – 29
April 29
April 30, Saturday
May 2, Monday
May 3, Tuesday
May 4, Wednesday
May 5, Thursday
May 5, Thursday
May 6, Friday
May 6, Friday, 5 p.m.
May 7, Saturday
May 9 – May 13
May 9, Monday
May 10, Tuesday
May 16, Monday
May 28 – May 30
May 30, Monday

- University Offices Open
- Registration and Add/Drop (Schedule Adjustment)
- Residence Hall Open
- First Day of Classes
- Late Registration
- Add/Drop (Schedule Adjustment)
- Last Day to Add Classes (Withdrawals Only After This Date)
- Martin Luther King, Jr. Holiday – University Closed
- "W" Withdrawal Period Begins
- Application for May Graduation Due in Academic Dean’s Office
- Last Day to Drop 1st 8 Weeks Courses
- Mid-Semester, 1st 8 Weeks Courses End
- 2nd 8 Weeks Courses Begin
- Deadline for Submitting Freshmen Mid Term Grades
- Final Draft of Thesis/Dissertation Due in Advisor’s Office
- Residence Halls Close
- Spring Break – Classes Dismissed
- Residence Halls Open
- Advance Registration For Summer Session for Currently Enrolled Students
- Last Day to Drop a Full Semester Individual Course
- Complete Withdrawals Only
- Advance Registration for Summer Session Open to ALL Admitted/Re-admitted Students
- Last Day to Drop 2nd 8 Weeks Courses
- Advance Registration Fall Semester for Currently Enrolled Students
- Last Possible Date for Thesis/Dissertation Defense
- "Dead Week"
- Advance Registration for Fall Semester Open to ALL Admitted/Re-admitted Students Except First Time Fall Undergraduates
- Last Class Day and Last Day to Completely Withdraw for Spring Semester
- Exam Day for Saturday Classes
- Exam Day
- Exam Day
- Study Day—Exams for Wednesday Classes 3 p.m. and After Will Be Held
- Exam Day
- Approved Thesis/Dissertation Must Be Submitted Electronically and All Paperwork/Checks Must Be in Graduate College Office
- Exam Day
- Residence Halls Close (except for graduating students)
- 168th Commencement Exercises
- Advance Registration and Add/Drop for Fall Semester is Suspended
- Summer Session A Begins
- Deadline for Submitting Final Set of Grades
- Registration and Add/Drop Resumes for Fall Semester for All Students Except First Time Fall Undergraduates
- University Computer Services Unavailable
- Memorial Day Holiday – University Closed
Summer Sessions 2005

Session A:
May 6, Friday, 8 a.m. - 5 p.m.
May 9, Monday
May 9, Monday, 8 a.m. - 5 p.m.
May 27, Friday
May 28 - May 30
May 30, Monday
May 31 - June 2
June 2, Thursday
June 3, Friday
June 6, Monday

Session B:
Term 1 (12 Weeks) May 16 - August 8
Term 2 (6 Weeks) May 16 - June 27
Term 3 (6 Weeks) June 28 - August 8

Session A - Regular Registration
Session A - First Day of Classes
Late Registration and Last Day to Add Classes for Session A
Last Day to Drop an Individual Course
University Computer Services Unavailable
Memorial Day Holiday - University Closed
Complete Withdrawals Only
Last Class Day - Last Day to Withdraw for Session A
Final Examination Day - Session A Ends
Deadline for Submitting Final Grades for Session A

Regular Registration - Session B
First Class Day
Late Registration and Last Day to Add Classes for Session B
University Computer Services Unavailable
Memorial Day Holiday - University Closed
Independence Day Holiday - University Closed
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Last Day to Drop an Individual Course
Last Possible Date for Thesis/Dissertation Defense
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically
and All Paperwork/Checks Must Be in Graduate College Office

Regular Registration - Session B
First Class Day
Late Registration and Last Day to Add Classes for Session B
University Computer Services Unavailable
Memorial Day Holiday - University Closed
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Last Day to Drop an Individual Course
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically
and All Paperwork/Checks Must Be in Graduate College Office

First Class Day
Independence Day Holiday - University Closed
Final Draft of Thesis/Dissertation Due in Advisor’s Office
Last Day to Drop an Individual Course
Last Possible Date for Thesis/Dissertation Defense
Last Class Day
Final Examination Day
Deadline for Submitting Grades
Approved Thesis/Dissertation Must Be Submitted Electronically
and All Paperwork/Checks Must Be in Graduate College Office
Session C:
June 3, Friday, 8 a.m. – 4 p.m.
June 5, Sunday, 9 a.m.
June 6, Monday
June 6, Monday
June 10, Friday

June 24, Friday
June 27 – July 7
July 4, Monday
July 6, Wednesday
July 7, Thursday
July 8, Friday

July 11, Monday

Session D:
July 11, Monday, 8 a.m. – 5 p.m.
July 12, Tuesday
July 12, Tuesday
July 15, Friday

August 5, Friday
August 8 – August 11
August 11, Thursday

August 12, Friday

Approved by Calendar Committee, September 30, 2002