

University Scheduling Production Calendar		2212	2214	2216	2218	2222	2224	
		Winter '21	Spring '21	Summer '21	Fall '21	Winter '22	Spring '22	
1	Design Mode (Planning Phase):	Data available to Departments	5/28/20	9/23/20	1/20/21	1/26/21	5/25/21	9/23/21
2		Tracks uploaded to OneDrive (Fall)	N/A	N/A	N/A	1/26/21	N/A	N/A
3	Design Mode Ends:	Data entry completed by Departments. Departments email planning phase memo to University Scheduling.	6/29/20	10/30/20	2/24/21	3/5/21	6/28/21	10/22/21
4	Refine Mode Begins	End of day - communicate with outstanding departments who have not yet started workflow	N/A	11/3/20	2/26/21	3/8/21	6/30/21	10/28/21
5		Tracks uploaded to OneDrive (Winter/Spring)	7/8/20	10/5/20	N/A	N/A	5/3/21	11/9/21
6		Finalized tracks to Block Scheduling (Fall)	N/A	N/A	N/A	4/5/21	N/A	N/A
7		Survey to Departments**	N/A	N/A	N/A	4/12/21	N/A	N/A
9	Proofing (Reminder)	Email sent to departments	9/9/20	12/8/20	3/23/21	4/13/21	9/15/21	12/10/21
10		Survey edits to Block Scheduling	N/A	N/A	N/A	4/21/21	N/A	N/A
11		Finalized tracks to Block Scheduling (Winter/Spring)	9/21/20	1/14/21	N/A	N/A	9/29/21	1/14/22
12		Tracks uploaded to OneDrive and considered final	9/28/20	1/21/21	N/A	4/20/21	10/6/21	1/21/22
13	Proofing (Final Changes Before Publish):	Data complete in prep block reg (W/Sp)	10/1/20	12/15/20	3/31/21	4/20/21	9/30/21	12/16/21
14		Transfer seat requests to Block Scheduling (by email)	N/A	N/A	N/A	5/5/21	N/A	N/A
15	Schedule Available:	Schedule of Classes Available Online	10/19/20	2/4/21	4/14/21	5/4/21	10/19/21	2/4/22
16	Registration Begins (R1):	Reg Appointments Begin (CPReg 0-18 units) *Effective Fall 2020	10/29/20	2/18/21	4/26/21	5/18/21	11/2/21	2/17/22
17	Registration Appts End (R1):	Registration Appointments End	11/16/20	3/5/21	4/30/21	6/2/21	11/18/21	3/4/22
18	Transfer Registration	Reg Appointments (CPReg 0-18 units)	N/A	N/A	N/A	8/16/21	N/A	N/A
19	NFTF Registration Begins:	Reg Appointments Begin (CPReg 18-22 units)	N/A	N/A	N/A	8/17/21	N/A	N/A
20	NFTF Registration Ends:	Registration Appointments End	N/A	N/A	N/A	8/19/21	N/A	N/A
21	Registration Begins (R2):	Reg Appointments Begin (CPReg 18-22 units) *Effective Fall 2020	11/17/20	3/8/21	N/A	8/23/21	11/19/21	3/7/22
22	Registration Appts End (R2):	Registration Appointments End	11/24/20	3/12/21	N/A	8/27/21	12/3/21	3/11/22
23	Open Enrollment Begins:	Reserve Caps Lift (CPReg limit 18-22 units)	11/30/20	3/13/21	5/1/21	8/28/21	12/4/21	3/12/22
24	Post Registration:	Email Depts-Review Schedule (cancel no print)	12/3/20	3/16/21	5/4/21	9/1/21	12/8/21	3/16/22
25	End of Open Enrollment		1/3/21	3/26/21	6/18/21	9/14/21	12/31/21	3/25/22
27		First Day of Classes	1/4/21	3/29/21	6/21/21	9/15/21	1/3/22	3/28/22
28		Last Day Add/Drop	1/13/21	4/8/21	6/30/21	9/24/21	1/12/22	4/7/22
29	Reporting (Reminder):	Course information to Departments	1/14/21	4/9/21	7/1/21	9/27/21	1/13/22	4/8/22
30	Reporting (Final Changes):	Final edits in preparation for Reporting to CO	1/22/21	4/16/21	7/8/21	10/4/21	1/20/22	4/15/22
31		Census Date	1/25/21	4/19/21	7/12/21	10/5/21	1/24/22	4/18/22
32		Last Day Schedule Builder is available	1/25/21	4/19/21	7/12/21	10/5/21	1/24/22	4/18/22
33		Last Day of Classes	3/12/21	6/4/21	8/27/21	12/3/21	3/11/22	6/3/22
34		Final Exam Week	3/13/21	6/5/21	8/28/21	12/4/21	3/12/22	6/4/22
35		END of TERM	3/15/21-3/19/21	6/7/21-6/11/21	8/30/21-9/3/21	12/10/21	3/14/22-3/18/22	6/6/22-6/10/22
			3/22/21	6/13/21	9/3/21	12/11/21	3/20/22	6/12/22

2/22/21 Line 3: Adjust design due date to 3/5/21

Updated: 02/22/21