Academic Calendar Spring 2020

Note: All offices are closed on Saturdays and Sundays. All transactions must occur online. All email correspondence will be sent to UTD email address.

Classes Begin
Full-term session: Monday, January 13
1st 8-week session: Monday, January 13
2nd 8-week session: Monday, March 9

Web Registration
Enrollment appointments available online. Monday, October 21
All students should check their enrollment appointment details in Orion for the date and time they can begin registering.
Schedule Planner Available: Monday, October 21
Online add/drops/swaps ends: Tuesday, January 21

Last Day for Re-admission/Re-entry: Friday, Jan. 3

Last Day for Regular Registration
Full-term session: Thursday, January 9
1st 8-week session: Thursday, January 9
2nd 8-week session: Thursday, March 5

Late Registration and Last Day to Add/ Swap
If you register or add during late registration, payment is due the same day you register. You will be assessed a minimum $100 late registration fee. See Bursar's Office information.
2nd 8-week session: Fri. Mar. 6 – Mon. Mar. 23

Census Day (State Reporting Date)
Full-term session: Wednesday, January 29
1st 8-week session: Tuesday, January 21
2nd 8-week session: Monday, March 23

Drop/Withdrawal Deadlines
Please check Comet calendar for signature procedures.

Full-Term Session
Last day to drop a class without a “W”: Wed. Jan. 29
Undergraduate Courses
WL Begins: Tuesday, February 25
WL Ends: Thursday, March 26
Graduate Courses
Withdrawal Ends: Thursday, March 26

1st 8-Week Session
Last day to drop a class without a “W”: Tues. Jan. 21
Undergraduate Courses
WL Begins: Tuesday, February 4
WL Ends: Monday, February 17
Graduate Courses
 Withdrawal Ends: Monday, February 17

2nd 8-Week Session
Last day to drop a class without a “W”: Mon. Mar. 23
Undergraduate Courses
Approval required: Tues. Mar. 24 – Mon. April 20
WL Begins: Tuesday, April 7
WL Ends: Monday, April 20
Graduate Courses
Withdrawal Ends: Monday, April 20

Last Day of Classes (Not including final exams)
Full-term session: Thursday, April 30
1st 8-week session: Sunday, March 1
2nd 8-week session: Thursday, April 30

Reading Days (Study days prior to finals)
Full-term & 2nd 8-week sessions only: Friday, May 1

Final Exams
Full-term session: Sat. May 2 – Fri. May 8
1st 8-week session: Mon. Mar. 2 – Sat. Mar. 7
2nd 8-week session: Sat. May 2 – Fri. May 8

Mid-Term Grades Due and Viewable Online
All midterm grades must be submitted online.
Midterm (undergraduate courses only): Saturday, March 7

Final Grading Period
All grades must be received by Thursday, May 14.
Full-term session: Sat. May 2 – Thurs. May 14
1st 8-week session: Mon. Mar. 2 – Sat. Mar. 7
2nd 8-week session: Sat. May 2 – Thurs. May 14

Final Grades Viewable Online (after posting): Mon. May 11

Graduation/Commencement (All Spring 2020 Sessions)
Graduation Application: Wednesday, January 22
Last day to change your primary name which will be printed on your diploma: TBA
Honors Convocation: TBA
Commencement Activities: Mon. May 11 – Sat. May 16
Commencement tickets available online: TBA
Doctoral hooding ceremony: TBA
Degree conferral date: Saturday, May 16

The following deadlines must be met by the dates listed and require visitation to the Office of Graduate Studies (OGS): website www.utdallas.edu/ogs:
Last day to request scheduling of final doctoral oral examination: TBA
Last day to conduct final doctoral exam: TBA
Final day to upload final version of dissertation for review by OGS: TBA
Final day to receive approval of final version of dissertation by OGS: TBA
Final day to upload final version of master's thesis for review by OGS: TBA
Final day to receive approval of final version of master's thesis by OGS: TBA

University Closings
Martin Luther King Day: Monday, January 20
No Classes:
Spring break: Monday, March 16 – Sunday, March 22

Incompletes
Incomplete grades due for undergraduates and graduates from previous long semester: Monday, March 9

Incomplete grades due for master's and doctoral: Monday, March 16
**Bursar’s Schedule**
As of Thursday, Dec 5th, electronic bills will be available at www.utdallas.edu/ezpay. Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting January 13th.

**Payment Options**
For details see http://www.utdallas.edu/bursar/payments/payment-options/

**Payment Due Dates**
Students taking courses in combined sessions in the semester should adhere to deadlines for the earlier session.
**You must pay by the published deadline to avoid late fees and/or possible dropping of classes. Students should NOT expect classes to be automatically dropped for non-payment. Please be advised it is the student’s responsibility to confirm that s/he has been dropped from all courses for nonpayment to avoid being assessed late fees or penalties. Bills, tuition and fees balances may be accessed through your account on-line (www.utdallas.edu/ezpay). If you add a course to your schedule, you must make a payment the same day or you will be assessed a $100 late fee and your courses may be canceled.**

**UTD Full Time Employee Deadline**... Thursday, Jan. 23
Employees who have not paid by January 23rd will be assessed all applicable late fees.

**Full-Term Session**
Early Registration Payment Deadline ……. Thursday, Dec 19
Registration Payment Deadline ………….. Thursday, Jan 09
Financial Aid Recipients**……………………………………… Thursday, Jan 23
Late Payment fee required beginning:
$100 ……………………………… Friday, Jan 10
$150 ……………………………… Thursday, Jan 16
$200 ……………………………… Thursday, Jan 23
$250 ……………………………… Wednesday, Jan 29

**1st 8-Week Session Only**
Early Registration Payment Deadline …….. Thursday, Dec 19
Registration Payment Deadline ………….. Thursday, Jan 09
Financial Aid Recipients**………………… Thursday, Jan 23
Late Payment fee required beginning:
$100 ……………………………… Friday, Jan 10
$150 ……………………………… Thursday, Jan 16

**2nd 8-Week Session Only**
Registration Payment Deadline ………….. Thursday, Mar 05
Financial Aid Recipients**………………… Friday, Mar 20
Late Payment fee required beginning:
$100 ……………………………… Friday, Mar 06
$150 ……………………………… Thursday, Mar 12

**Financial Aid recipients** who have met the necessary requirements have an extended deadline to allow time for their aid funds to be awarded. However, if the financial aid funds are not awarded by the above deadline, alternative payment arrangements must be made to avoid possible cancellation of classes and/or late fees.

**Other Charges Deadline:** Insurance, Meal Plan and Housing charges must be paid in full by Jan. 23rd or an installment plan in effect to avoid late fee charges.

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**Payment Plans**

**Installment Payment Deadlines**
The installment plan allows students to split their tuition and fee bill into four equal installments. The plan is only available for those students who are enrolled in the Full-term session. To enroll you must officially sign up for the installment contract online through EZPAY (www.utdallas.edu/ezpay) and pay the 1st installment due plus a $25 service fee by the dates below. Simply making payment of ¼ of the balance does not protect against cancellation. If you add a course to your schedule, you must check EZPAY for the new installment amounts to be paid or your courses may be canceled. Note: Installment plans are only available online through EZPAY.

First installment payment deadline
- Early Registration ………………... Thursday, Dec 19
- Regular registration ………………... Thursday, Jan 09

Second installment payment deadline …………. Wednesday, Feb 19
Third installment payment deadline …………. Wednesday, Mar 18
Fourth installment payment deadline………. Wednesday, Apr 15

**Short Term Loan Payment Deadline**
The short term loan allows a student to extend their payment deadline and make one lump sum payment. The plan is only available through Orion under Self Service/Campus Finances/Enroll in Payment Plan. There is a 1.25% origination fee to enroll in the plan.

**Short Term Loan Due Date……………...** Thursday, Jan 23

**Refund Schedule**
Refunds for dropping or withdrawing from the University will be generated once classes begin. The amount depends on whether or not you remain enrolled in other courses. If you drop a class and later withdraw, your refund will reflect the combination of dropped classes and the remaining hours at the time of withdrawal. If you drop all of your courses (withdraw from school) online, your account balance will need to be adjusted. This refund policy is per the Education code Section 54.006 of the Texas Statutes.

**Dropping a course(s)**
If you drop a course(s) but remain in at least one other session course, you will receive a 100% refund until the following dates.

**Full-Term Session**……………... Wednesday, Jan 29
1st 8 Week Session ………………... Tuesday, Jan 21
2nd 8 week Session……………... Monday, Mar 23

**Complete Withdrawal**
If you drop or withdraw from all your courses for the semester.

**Full-Term Session**
- 100% refund through ………………... Sunday, Jan 12
- 80% refund through ………………... Friday, Jan 17
- 70% refund through ………………... Monday, Jan 27
- 50% refund through ………………... Monday, Feb 03
- 25% refund through ………………... Monday, Feb 10

**1st 8-Week Session**
- 100% refund through ………………... Sunday, Jan 12
- 80% refund through ………………... Wednesday, Jan 15
- 50% refund through ………………... Tuesday, Jan 21

**2nd 8-Week Session**
- 100% refund through ………………... Sunday, Mar 08
- 80% refund through ………………... Wednesday, Mar 11
- 50% refund through ………………... Monday, Mar 16