

IMPORTANT DATES FOR FACULTY 2012-2013

Fall 2012

August 22, Wednesday	New transfer student check-in and orientation.
August 23, Thursday	Opening day for new students. New student check-in Dorsey Center 10:00 am-3:00 pm.
August 23-26, Thursday-Sunday	New student orientation
August 26, Sunday	Opening day for returning students. Check-in Dorsey Center 10:00 am – 3:00 pm.
August 27, Monday	<u>Classes begin at 8:30 a.m.</u> Instructor's and adviser's signature needed to add a 1st 7 week course or a semester course.
August 29, Wednesday	Opening Celebration
August 31, Friday	Last day to drop a half course (1st 7 weeks) without a "W" – adviser's signature required Last day to add a half course (1st 7 weeks) – instructor's and adviser's signatures required Last day to elect audit option for a half course (1st 7 weeks) – instructor's and advisor's signatures required Last day for students to submit work to faculty sponsors for Summer 2012 internships, independent work or completed Intensive Course Abroad (ICA) (courses not having a Fall 2012 Post-Course). First draft of the Spring 2013 Course schedule sent to Department Chairs.
September 3, Monday	Labor Day (no classes)
September 4, Tuesday	Internship learning agreements for Fall I 2012 session due in Career Development. Faculty are to submit 1st attendance reports online of any inconsistencies on the class roster for students who never attended, stopped attending, or are attending and not on the roster no later than September 6.
September 6, Thursday	Faculty are to submit 2 nd attendance reports online of any inconsistencies on the class roster for students who never attended, stopped attending, or are attending and not on the roster.
September 7, Friday End of week 2	Department chairs return first draft of the Spring 2013 Course schedule to Registrar's Office.

Exam confirmation for room assignment due – enter online at www.goucher.edu/x36962.xml

Grades due for Summer 2012-internships, IW and completed ICA's.

**Attendance reports due to the Registrar's Office
Access at www.goucher.edu/x36962.xml.**

September 10, Monday

Last day to add a semester course – instructor's & adviser's signatures required
Last day to elect audit option for a semester course – instructor's and adviser's signatures required
Last day to drop a semester course without a "W" – adviser's signature required.

September 14, Friday
End of week 3

Second draft of Spring 2013 course schedule sent to department chairs and Student Action Committee (SAC).

Last day to withdraw from a half course (1st 7 weeks) with a "W" – adviser's signature required
Last day to elect pass/no pass, or change a pass/no pass to a regular grade, for a half course (1st 7 weeks) – adviser's signature required.

September 21, Friday

Department chairs and SAC return second draft of Spring 2013 Course schedule to Registrar's Office.

September 28, Friday
End of week 5

Final draft of Spring 2013 course schedule sent to department chairs.

Room Assignments, for courses giving exams, posted on the web www.goucher.edu/x1993.xml

October 1, Monday

Application for degree due for seniors expecting to graduate May or Summer 2013. Graduating seniors not completing this form by this date will have holds put on their accounts.
Online form can be found on students' myGoucher account.

October 5, Friday
End of week 6

Last day for students to submit work for incomplete granted in Spring or Summer 2012.

Department chairs return final draft of the Spring 2013 Course Schedule to Registrar's Office.

Deadline to submit LER courses to Curriculum Committee for approval for spring 2013

October 5-7, Friday-Sunday

Family Weekend

October 11, Thursday

Last day of the 1st 7 Weeks course

Online grading for 1st 7 Week courses open from October 11-19.

October 12, Friday

Mid-semester break, no classes

October 15, Monday	<p><u>Classes resume at 8:30 a.m.</u></p> <p>First day of the 2nd 7 week courses. Instructor and adviser's signature required to add a 2nd 7 week course.</p>
October 19, Friday End of week 8	<p>Grades due for incompletes received Summer 2012 and Spring 2012.</p> <p>Last day to drop a half course (2nd 7 weeks) without a "W" – adviser's signature required Last day to add a half course (2nd 7 weeks) – instructor's and adviser's signatures required Last day to elect audit option half course (2nd 7 weeks) – instructor's and adviser's signatures required</p> <p>Final day for submitting grades online for 1st 7 week courses.</p> <p>Spring 2013 Course Schedule Booklet posted on Goucher's website www.goucher.edu/x1993.xml</p> <p>Internship learning agreements for Fall II 2012 due in Career Development.</p>
October 26, Friday End of Week 9	Deadline for second semester sophomores to declare their major.
October 29 - Nov 9, Monday-Friday	Academic advising for Spring 2013
November 2, Friday End of week 10	<p>Last day to withdraw from <u>semester</u> courses with a "W" – adviser's signature required Last day to elect pass/no pass, or change from pass/no pass to regular grade, in a <u>semester</u> course – adviser's signature required.</p> <p>Last day to withdraw from a half course (2nd 7 weeks) with a "W" – adviser's signature required Last day to elect pass/no pass, or change a pass/no pass to a regular grade, for a half course (2nd 7 weeks) – adviser's signature required.</p>
November 8, Thursday	May/Summer 2013 ICA application deadline.
November 12-16, Monday-Friday	<p>On-line registration for Spring 2013 begins, depending on class level. Days and times are published in the course schedule booklet on Goucher's website: www.goucher.edu/x1993.xml. Online registration continues until the day before classes begin for Spring semester, January 28th.</p>
November 20, Tuesday	Non-Goucher course approval form for January 2013 intersession transfer courses due in SAS.
November 21-23, Wednesday – Sunday	Thanksgiving Holiday

November 26, Monday	Classes resume at 8:30 a.m. Registration start date for Goucher January 2010 Intersession courses. (IW, ISP 115 and January Education courses, practicum, directed reading and research).
December 6, Thursday	Last Day of classes Last day to submit work to faculty sponsors for Fall 2012 internships and independent work Deadline for submission of Internship Learning Agreements for Winter 2013 to Career Development.
December 7-9, Friday – Sunday	Reading Period
December 10-13, Monday – Thursday	Final Exams

GRADE SUBMISSION DATES FOR FALL 2012

September 7, Friday	Grades due for Summer 2012 internships, IW and completed ICA's
October 5, Friday	Grades due for incompletes from Summer 2012 and Spring 2012.
November 8, Thursday	Grades due for ICA's completed the 1 st 7 weeks of Fall as well as any other 1 st 7 week course.
December 10, Monday	Grades due for courses without exams
December 17, Monday	Grades due for ALL courses with exams

INTERSESSION 2013

January 4, Friday	Last day to register for Goucher January Intersession courses (IW, ED, ISP, etc.) without instructor permission.
`	Drop deadline for winter internships – adviser's signature required.
January 7-25, Monday-Friday	Intersession
January 9, Wednesday	Add/drop deadline for January Intersession courses. Instructor permission required to add.
January 18, Friday	Last day to withdraw from a winter internship with a "W" – adviser's signature required
January 21, Monday	Martin Luther King, Jr. Holiday (no classes).

Spring 2013

January 27, Sunday	Opening day for all students.
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January 27-28, Sunday-Monday	Orientation for new students.
January 28, Monday	Schedule adjustments/advising
January 29, Tuesday	<u>Classes begin at 8:30 a.m.</u> Instructor's and adviser's signatures needed to add a class.
February 1, Friday End of first week of classes	Last day to submit work to faculty sponsors for Winter 2013 internship and independent work. Intensive Course Abroad work due for courses that do not have a spring post-course.
February 5, Tuesday	Last day to drop a half course (1 st 7 weeks) without a "W" – adviser's signature required Last day to add a half course (1 st 7 weeks) – instructor's and adviser's signatures required Last day to elect audit option for a for a half course (1 st 7 weeks) – instructor's and adviser's signatures required Faculty are to submit attendance reports online of any inconsistencies on the class roster no later than February 7 for students who never attended, stopped attending, or are attending and not on the roster. Online site: www.goucher.edu/x36962.xml Internship learning agreements for Spring I 2013 due in Career Development.
February 7, Thursday	Attendance reports must be submitted by this date online at www.goucher.edu/x36962.xml
February 8, Friday End of week 2	First draft of the Course Schedule for Fall 2013 sent to department chairs. Exam confirmation for room assignment due – enter online at www.goucher.edu/x36962.xml
February 11, Monday	Last day to drop a <u>semester</u> course without a "W" – adviser's signature required Last day to add a <u>semester</u> course – instructor's & adviser's signature required Last day to elect audit option for a <u>semester</u> course – instructor's & adviser's signatures required
February 15, Friday End of week 3	Last day to withdraw from a half course (1 st 7 weeks) with a "W" – adviser's signature required Last day to elect pass/no pass, or change from pass/no pass to a regular grade, for a half course (1 st 7 weeks) – advisor's signatures required. Department chairs return first draft of the Fall 2013 Course Schedule to the Registrar's Office. Grades due for 2013 Winter internships, IW and completed ICA's.

February 22, Friday	Second draft of Fall 2013 Course Schedule sent to department chairs and Student Action Committee (SAC).
March 1, Friday End of week 5	Room assignments, for courses giving exams, posted. Check website www.goucher.edu/x1993.xml for date and time.
	Second draft of the Fall 2013 Course Schedule returned to the Registrar's Office.
	Application for degree due for seniors expecting to graduate <u>Fall 2013</u> . Graduating students not completing this form by this date, will have holds put on their account. This online form can be found on seniors myGoucher accounts.
	Registration for Goucher Summer Courses
March 8, Friday End of week 6	Last day to submit work to instructor for incompletes from Fall 2012 and Winter 2013.
	Department chairs sent final Fall 2013 Course Schedule to the Registrar's Office.
March 15, Friday	Half courses (1 st 7 weeks) ends.
	Grade entry online from March 15-25.
	Department chairs return Final draft of Fall 2013 Course Schedule to the Registrar's Office.
	Grades due for incompletes from Fall 2012 and Winter 2013.
March 16-24, Saturday-Sunday	Spring Break
March 25, Monday	<u>Classes resume at 8:30 a.m.</u> 2 nd 7 week courses begin
March 25-April 5, Monday-Friday	Academic advising for Fall 2013
	Last day to submit grades online for 1st 7 week courses.
April 1, Monday	Last day to drop a half course (2 nd 7 weeks) without a "W" – adviser's signature required Last day to add a half course (2 nd 7 weeks) – instructor's and adviser's signature required Last day to elect audit option half course (2 nd 7 weeks) – instructor's and adviser's signature required
	Internship Learning Agreements for Spring II 2013 due in Career Development.
	Deadline for second semester sophomores to declare their major.

	Senior thesis plans due in Associate Dean for Undergraduate Studies Office.
April 3, Wednesday	Course schedule booklet for Fall 2013 posted on Goucher's website http:// www.goucher.edu/x1993.xml
April 5, Friday End of Week 9	Deadline for second semester sophomores to declare their major. Senior thesis plans due in Associate Dean for Undergraduate Studies office.
April 8, Monday	Non-Goucher course approval form for Summer 2013 courses due in SAS.
April 8-12, Monday-Friday	Fall 2010 Online registration begins, depending on class level. . Days and times are published in the course schedule booklet on Goucher's website: www.goucher.edu/x1993.xml . Online registration will be open until the day before classes begin for Fall 2013
April 12, Friday End of Week 10	Last day to withdraw from a <u>semester</u> course with a "W" – adviser's signature required Last day to elect pass/no pass, or change pass/no pass to a regular grade, in a <u>semester</u> course. Adviser's signature required Last day to withdraw from a half course (2 nd 7 weeks) with a "W" – adviser's signature required Last day to elect pass/no pass, or change from a pass/no pass to a regular grade, for a half course (2 nd 7 weeks) – adviser's signature required
May 9, Thursday	Last day of classes
May 10-12, Friday-Sunday	Reading period
May 13-16, Monday-Thursday	Final Exams
May 23, Thursday	Baccalaureate 4:30 pm Kraushaar Auditorium
May 24, Friday	Commencement 10:30 am.
May 31, Friday	Last day to submit registration for Summer independent work, field work, practicum and directed reading and research.

GRADE SUBMISSION DATES FOR SPRING 2013

February 15, Friday	Grades due for 2012 Winter internships, IW and completed ICA's
March 8, Friday	Grades due for incompletes from Fall 2012 and Winter 2013
March 25, Monday	Last day to submit grades online for 1 st 7 week courses.

May 13, Monday	Grades due for courses without exams.
May 16, Thursday	Grades due for Seniors with exams.
May 20, Monday	Grades due for ALL courses with exams.

GRADE SUBMISSION FOR SENIOR GRADES AND CLEARANCES

May 16, Thursday	Graduating seniors grades due by 5:00pm.
May 20, Monday	Clearance forms submitted to Department Chairs no later than 9:00 am.
	Clearance forms returned to the Registrar's Office by 3:00 pm.
May 21, Tuesday	Faculty approval of graduates 11:30 am.
May 29, Wednesday	Senior graduation notice sent.

Summer 2013

May 31, Friday	Last day to submit registration for summer IW, field work, etc.
June 14, Friday	Internship Learning Agreements (ILA) due in Career Development for Summer I 2013 session.
July 12, Friday	Internship Learning Agreement for Summer II 2013 session due in Career Development.
Within 1 week of Summer I & II start date	To drop a summer internship (Summer I or II), submit a drop form to the Registrar's Office no later than 1 week after the start of the internship.
Within 3 weeks of Summer I & II start date	To withdraw from a summer internship (Summer I or II) with a "W", submit a drop form to the Registrar's Office no later than 3 weeks after the start of the internship, or if the internship is less than 3 weeks in length, submit it before the end of the internship.

Updated 12/22/10