

IMPORTANT DATES FOR FACULTY 2021-2022

FALL 2021

August 21, Saturday	New transfer student check-in and orientation. Opening day for new students.
August 21, Saturday	Convocation
August 23, Monday	Spring 2022 course scheduling materials sent to center directors.
August 21-24, Saturday - Tuesday	New Student Orientation
August 23, Monday	Opening day for returning sophomores.
August 24, Tuesday	Opening day for all other returning students
August 25, Wednesday	Returning Student Advising/Orientation.
August 25, Wednesday	Opening Celebration
August 26, Thursday	First Day of Classes. <u>Classes begin at 8:00 a.m.</u>
August 30, Monday	Last day to add a 1 st 7 week course without instructor's approval
September 1, Wednesday	Last day to to: submit a course change form <ol style="list-style-type: none">1. Add a 1st 7 week courses – advisor and instructor approval required2. Elect an audit option of 1st 7 week courses – advisor and instructor approval required Last day to use myGoucher to: <ol style="list-style-type: none">3. Add a full semester course without instructor approval4. Drop a 1st 7 week course5. Drop a full semester course. Full semester course adds and drops are permitted through September 8 th . A course change form must be submitted to Registrar's Office. Last day for students to submit work to faculty sponsors for Summer 2021 independent work or completed Intensive Course Abroad (ICA) (courses not having a Fall 2021 Post Course.)
September 2, Thursday	No later than September 2, 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. Report is located at http://www.goucher.edu/registrar/resources-for-faculty
September 3, Friday End of Week 1	Last day for students to submit work to faculty sponsors for Summer 2021 internships Early deadline to submit Internship Learning Agreement to CEO for fall 2021.

September 6, Monday	Labor Day (no classes)
September 7, Tuesday	2nd Attendance reports due to the Registrar's Office. Access at http://www.goucher.edu/registrar/resources-for-faculty
September 8, Wednesday	Last day to submit a course change form to: <ol style="list-style-type: none"> 1. Add a full semester course – instructor and advisor approval required. 2. Elect an audit option for a semester course already enrolled in - instructor's and advisor's approval required. 3. Drop a semester course without a "W" — advisor's approval required.
September 10, Friday End of week 2	Grades due for Summer 2021 internships, IW and completed ICA's Center directors return first draft of the Spring 2022 course schedule due to Registrar's Office
September 17, Friday	5:00pm deadline to submit a course change form to: <ol style="list-style-type: none"> 1. Withdraw from a half course (1st 7 week) with a "W" – advisor's approval required 2. Elect pass/no pass, or change a pass/no pass to a regular grade, for a half course (1st 7 week) – advisor's approval required.
September 24, Friday	Second draft of Spring 2022 course schedule sent to center directors with rooms
October 1, Friday,	Center directors return second draft of the Spring 2022 course schedule.
October 8-10, Friday-Sunday	Family Weekend
October 13, Wednesday	Last day of the 1 st 7 week courses.
October 13-22, Wednesday- Friday	Online grading for 1 st 7 week courses open.
October 14-17, Thursday-Sunday	Fall Break – no classes.
October 15, Friday	Final draft of Spring 2022 course schedule sent to center directors
October 18, Monday	First day of the 2 nd 7 week courses. Advisor's approval required to add a 2 nd 7 week course.
October 20, Wednesday	Center directors submit to Registrar any last changes for Spring 2022 course schedule Last day to add 2 nd 7 week course without instructor's approval.

October 22, Friday	<p>5:00pm deadline to submit a course change form to:</p> <ol style="list-style-type: none"> 1. Drop a half course (2nd 7 week) without a “W” - advisor approval required. 2. Add a half course (2nd 7 week) – instructor and advisor approval required. 3. Elect audit option half course (2nd 7 week) – instructor and advisor approval required. <p>Final day for submitting grades online for 1st 7 week courses and 1st 7 week ICA’s.</p> <p>Final deadline to submit Internship Learning Agreement to CEO for fall 2021.</p>
October 25, Monday	<p>Registration Guidebook for Spring 2022 is posted at http://www.goucher.edu/registrar/course-information/.</p>
October 25-November 5, Monday-Friday	Academic advising for Spring 2022.
October 29, Friday End of Week 9	<p>Deadline for second semester sophomores to declare a major – online form should be submitted</p>
November 1, Monday	Registration begins for Goucher January 2022 J-term courses.
November 5, Friday	<p>5:00pm deadline to submit a course change form to:</p> <ol style="list-style-type: none"> 1. Withdraw from semester courses with a “W” – advisor’s approval required. 2. Elect pass/no pass, or change from pass/no pass to regular grade, in a semester course – advisor’s approval required. 3. Withdraw from a half course (2nd 7 week) with a W” – advisor’s approval required. 4. Elect pass/no pass, or change from pass/no pass to regular grade, for a half course (2nd 7 week) – advisor’s approval required. <p>Juniors must complete the Statement of Intent for Senior Thesis and submit it to the office of the Associate Provost on or before the last day of classes of the preceding semester in which senior thesis work formally begins. http://www.goucher.edu/registrar/documents/Senior-Thesis-Guidelines.pdf</p>
November 8, Monday	Summer 2022 ICA Application Deadline
November 15-19, Monday-Friday	<p>Online registration for Spring 2022 begins, depending on number of completed credits. Days and times are published in the Registration Guidebook on Goucher’s website at http://www.goucher.edu/registrar/registration-info-and-dates</p>
November 25-28, Wed–Sun	Thanksgiving Holiday (no classes)
November 29, Monday	Classes resume at 8:00 a.m.
December 10, Friday	Last day of classes

**Deadline for Incomplete Grade requests for Fall 2021 courses.
Due at 5pm in Registrar's office.**

**Last day to submit work to faculty sponsors for Fall 2021
internships, extended incompletes and independent work.**

Internship Learning Agreements (ILA) for Winter 2022 due to
Career Education Office (CEO)

December 11-13, Saturday–Monday	Reading Period
December 13, Monday	Capstone Day
December 14-17, Tuesday-Friday	Final Experience/Exam week

GRADE SUBMISSION DATES FOR FALL 2021

September 10, Friday	Grades due for Summer 2021 internships, IW and completed ICA's.
October 22, Friday	Grades due for ICA's completed for the 1 st 7 week of Fall as well as any other 1 st 7 week course.
December 10, Friday	Incomplete Grade request for Fall 2021 courses deadline. Due by 5pm in Registrar's office.
December 21, Tuesday	Grades due for all 2 nd 7 week and full semester courses and internships.
December 22, Wednesday	December 2021 degree clearances due from program directors.
January 21, Friday	Grades due for Fall 2021 courses marked as incomplete.

INTERSESSION/J-TERM 2022

January 4-27, Friday-Friday	Intersession/J-Term
January 4, Friday	Last day to add/drop J-Term classes
January 10, Monday	Last day to add/drop for January intersession courses. (NOT J-Term). Instructor's and advisor's signatures required to add a course.
January 14, Friday	Work due to instructors for Fall 2021 courses marked as incomplete.
January 17, Monday	Martin Luther King, Jr. Holiday (no classes).
January 21, Friday	Last day to withdraw or change to pass/no pass grade from a winter internship, intersession courses and J term courses with a "W" – advisor's signature required
January 21, Friday	Grades due for Fall 2021 course marked as incomplete.

SPRING 2022

January 25, Tuesday	Fall 2022 course scheduling materials sent to center directors
January 29, Saturday	Opening day for all students.
January 29-30, Saturday-Sunday	January orientation program for incoming first year and transfer students.
January 31, Monday	<u>Classes begin at 8:00 a.m.</u> Schedule adjustments/advising.
February 2, Wednesday	Last day to add 1 st 7 week course without instructor's approval.
February 4, Friday End of first week of classes	Last day to submit <u>online</u> the Application for Degree for seniors expecting to graduate in either May or August 2022 and/or participate in the 2022 commencement ceremony held in May. After this date, students with late submissions or changes must make them in writing to the Registrar's office. Early deadline to submit Internship Learning Agreement to CEO for spring 2022. Last day to submit work to faculty sponsors for Winter 2022 internship Last day to submit a course change form to: 1. Add 1st 7 week courses (instructor and advisor's approval required) 2. Drop 1st 7 week courses (advisor's approval required) 3. Elect the audit option for a 1st 7 week courses (instructor and advisor's approval required) Semester courses not requiring special approval may be added through myGoucher through Sunday, February 6
February 6, Sunday	Last day to add or drop through myGoucher a semester course not requiring special approval, or drop a 1st 7 week course .
February 7, Monday	Last day to submit work to faculty sponsors for Winter 2022 independent work. Intensive Course Abroad (ICA) work due for courses that do not have a spring post-course. No later than February 7, faculty are required to submit 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. https://www.goucher.edu/registrar/documents/Online-Attendance-Reporting-Instructions.pdf
February 10, Thursday	2 nd Attendance reports must be submitted by this date https://www.goucher.edu/registrar/documents/Online-Attendance-Reporting-Instructions.pdf
February 11, Friday	Grades due for 2022 Winter internships, IW and completed ICA's.

5:00pm deadline to submit [a course change form](#) to:

1. **Add a full semester course** – instructor & advisor’s approval required.
2. **Drop a full semester course** without a “W” – advisor’s signature required.
3. Elect **audit** option for a **semester course** already enrolled in – instructor’s & advisor’s signatures required.

Center directors return first draft of the Fall 2022 course schedule to the Registrar’s Office

February 18, Friday

5:00pm deadline to submit [a course change form](#) to:

1. **Withdraw** from a half course (**1st 7 week**) with a “W” – advisor’s approval required.
2. Elect **pass/no pass**, or change from pass/no pass to a regular grade, for a half course (**1st 7 week**) – advisor’s approval required.

February 25, Friday

Second draft of Fall 2022 Course Schedule sent to center directors with rooms.

February 28 – March 7
Monday - Monday

Raise APRs

March 4, Friday
End of week 5

Work due to faculty for Winter 2022 incompletes.

March 9, Wednesday

Center directors return second draft of Fall 2022 course schedule to the Registrar’s Office.

March 16, Wednesday

Final draft of Fall 2022 course schedule sent to center directors

March 18, Friday

1st 7 week courses end.

Grade entry open online from March 18-25 for 1st 7 week courses.

Center directors return to Registrar any last changes for fall 2022 course schedule.

March 19-27, Saturday-Sunday

Spring Break – no classes.

March 25, Friday

Last day to submit grades online for 1st 7 week courses.

March 28, Monday

Classes resume at 8:00 a.m.

2nd 7 week courses begin.

Registration Guidebook for Fall 2022 is posted at <http://www.goucher.edu/registrar/course-information/>

March 28-April 15, Monday-Friday

Academic advising for Fall 2022.

April 1, Friday

Last day to add 2nd 7 week course without instructor approval.

Final deadline to submit Internship Learning Agreement to CEO for spring 2022.

No later than April 1, faculty are required to submit 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.

<https://www.goucher.edu/registrar/documents/Online-Attendance-Reporting-Instructions.pdf>

April 4, Monday

Registration for Goucher Summer 2022 courses begins.

April 4 – April 11
Monday - Monday

Raise APRs

April 5, Tuesday

5:00pm deadline to submit [a course change form](#) to:

1. **Add** a half course (**2nd 7 Week**) – instructor’s and advisor’s approval required.
2. **Drop** a half course (**2nd 7 Week**) without a “W” – advisor’s approval required.
3. Elect **audit** option half course (**2nd 7 Week**) – instructor’s and advisor’s approval required.

April 8, Friday
End of Week 9

Deadline for second semester sophomores to declare a major – online form should be submitted

April 15, Friday
End of Week 10

Juniors must complete the Statement of Intent for Senior Thesis and submit it to the office of the Associate Provost on or before the last day of classes of the preceding semester in which senior thesis work formally begins.

<http://www.goucher.edu/registrar/documents/Senior-Thesis-Guidelines.pdf>

5:00pm deadline to submit [a course change form](#) to:

1. **Withdraw** from a semester course with a “W” – advisor approval required
2. **Withdraw** from a half course (2nd 7 Week) with a “W” – advisor approval required.
3. Elect **pass/no pass**, or change pass/no pass to a regular grade, in a semester course. Advisor approval required.
4. Elect **pass/no pass**, or change from a pass/no pass to a regular grade, for a half course (2nd 7 Week) – advisor approval required.

April 18-22, Monday-Friday

Online registration for Fall 2022 begins, depending on number of completed credits. Days and times are at

<http://www.goucher.edu/registrar/registration-info-and-dates>

April 22-24, Friday-Sunday

Alumnae/i Weekend 2022

April 29, Friday

Get in Goucher day (GIG) No classes that start after 11:50am.

May 12, Thursday

Last day of classes.

Deadline for incomplete Grade requests for Spring 2022 courses. Due by 5pm in Registrar’s office.

	Last day for students to submit work to faculty sponsors for spring 2022 internships
May 13, Friday	Goucher Symposium Day/Spring Convocation
May 14-16, Saturday- Monday	Reading Period
May 17-20, Tuesday-Friday	Final Experience/Exam week
May 26, Thursday	Baccalaureate
May 27, Friday	Commencement 10:30 a.m.
June 3, Friday	Last day to submit registration for Summer 2022 independent work, field work, practicum, directed reading and research.

GRADE SUBMISSION DATES FOR SPRING 2022

February 11, Friday	Grades due for 2022 Winter internships, IW and completed ICA's.
March 25, Friday	Last day to submit grades online for 1 st 7 week courses.
May 23, Monday	Final grades due for all graduating seniors at noon.
May 24, Tuesday	Final grades due for all students.
May 24, Tuesday	May 2022 BA degree clearances due to Registrar's Office by 3:00pm.
July 1, Friday	Grades due for spring 2022 incompletes
August 19, Friday	Grades due for summer 2022 internship

SUMMER 2022

June 3, Friday	Early deadline to submit Internship Learning Agreement to CEO for summer 2022.
June 6-30, Monday-Thursday	Summer session I – undergraduate courses
June 6, Monday	Last day to add/drop Summer session I course
June 7-24	Withdrawal period Summer session I course
June 20, Monday	Juneteenth observcd
June 24, Friday	Work due to faculty for spring 2022 incompletes
July 1, Friday	Grades due for spring 2022 incompletes
July 5-29, Tuesday-Friday	Summer session II – undergraduate courses

July 5, Tuesday	Last day to add/drop Summer session II course
July 6-25	Withdrawal period Summer session II course
July 8, Friday	Final deadline to submit Internship Learning Agreement to CEO for summer 2022.
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.
August 12, Friday	Last day to submit work for faculty sponsors for summer 2022 internships
August 19, Friday	Grades due for summer 2022 internship

Updated 02/11/22 GC

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