

Academic Calendar Spring 2016

**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 11
1st 8-week session Monday, January 11
2nd 8-week session Monday, March 7

Census Day

Full-term session Wednesday, January 27
1st 8-week session Tuesday, January 19
2nd 8-week session Monday, March 21

Web Registration

Enrollment appointments assigned Monday, October 26
All students should check their enrollment appointment details in Orion for the date and time they can begin registering.
Online add/drops/swaps ends Tuesday, January 19

Last Day for Re-admission/Re-entry Friday, Jan 1

Last Enrollment from Waitlist Friday, January 8

Last Day for Regular Registration

Full-term session Thursday, January 7
1st 8-week session Thursday, January 7
2nd 8-week session Thursday, March 3

Late Registration and Last Day to Add/Swap (Not online)

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.

Full-term session Fri. Jan. 8 – Tues. Jan. 19
1st 8-week session Fri. Jan. 8 – Tues. Jan. 19
2nd 8-week session Fri. March 4 – Mon. March 21

Drop/Withdrawal Deadlines

Please check Comet calendar for signature procedures.

Full-Term Session

Last day to drop a class without a "W" Wed. Jan. 27
Undergraduate Courses
Approval required Thurs. Jan 28 – Mon. March 28
WL Begins Tuesday, February 23
WL Ends Monday, March 28
Graduate Courses
Withdrawal Ends Wednesday, March 30

1st 8-Week Session

Last day to drop a class without a "W" Tues. Jan 19
Undergraduate Courses
Approval required Wed. Jan. 20 – Mon. Feb. 15
WL Begins Tuesday, February 2
WL Ends Monday, February 15
Graduate Courses
Withdrawal Ends Monday, February 15

2nd 8-Week Session

Last day to drop a class without a "W" Mon. March 21
Undergraduate Courses
Approval required Tues. March 22 – Mon. April 18
WL Begins Tuesday, April 5
WL Ends Monday, April 18
Graduate Courses
Withdrawal Ends Monday, April 18

Last Day of Classes (Not including final exams)

Full-term session Saturday, April 30
1st 8-week session Saturday, February 27
2nd 8-week session Saturday, April 30

Reading Days (Study days prior to final exams)

Full-term & 2nd 8-week sessions only Monday, May 2

Final Exams

Full-term session Tues. May 3 – Mon. May 9
1st 8-week session Mon. Feb. 29 – Sat. March 5
2nd 8-week session Tues. May 3 – Mon. May 9

Mid-Term Grades Due and Viewable Online

All midterm grades must be submitted online.

Midterm (undergraduate courses only) Saturday, March 5

Final Grading Period

All grades must be received by Thursday, May 12.

Full-term session Tues. May 3 – Thurs. May 12
1st 8-week session Mon. Feb. 29 – Sat. March 5
2nd 8-week session Tues. May 3 – Thurs. May 12

Final Grades Viewable Online (after posting) .. Tues. May 10

Graduation/Commencement (All Spring 2016 Sessions)

Graduation Application Wednesday, January 20
Last day to change your primary name
which will be printed on your diploma Friday, February 26
Commencement RSVP Update Deadline Tuesday, March 1
Commencement tickets available online Monday, April 18
Honors Convocation Thursday, May 12
Doctoral hooding ceremony Thursday, May 12
Commencement Activities Mon. May 9 – Sat. May 14
Degree conferral date Saturday, May 14

The following deadlines must be met by 12PM on the dates listed and require visitation to the Graduate Dean's Office, FA 3.104:

Last day to request scheduling of
final doctoral oral examination Wed., March 23
Doctoral students must conduct
final doctoral exam Wed., April 6
Final doctoral dissertation copies due Wed., April 20
Final master's thesis copies due Wed., April 27

University Closings

Martin Luther King Day Monday, January 18

No Classes:

Spring break Monday, March 14 – Saturday, March 19

Incompletes

Incomplete grades due for undergraduates and graduates from
previous long semester Monday, March 7

Payment and Refund Calendar Spring 2016

Bursar's Schedule

Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting January 11th. Set up direct deposit through www.utdallas.edu/ezpay to receive your refund the fastest way possible!

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 classes 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 Employee DeadlineTuesday, January 26
Employees who have not paid by January 26th will be assessed all applicable late fees.

Full-Term Session

Early Registration Payment DeadlineWed. Dec 16
Registration Payment Deadline Thur. Jan 07
Financial Aid Recipients** Tues Jan 26
Late Payment fee required beginning:
\$100 Fri, Jan 08
\$150 Thur, Jan 14
\$200 Thur, Jan 21
\$250 Wed, Jan 27

1st 8-Week Session Only

Early Registration Payment DeadlineWed. Dec 16
Registration Payment Deadline Thur. Jan 07
Financial Aid Recipients** Tue. Jan 26
Late Payment fee required beginning:
\$100 Fri, Jan 08
\$150 Thur, Jan 14

2nd 8-Week Session Only

Registration Payment Deadline Thur. Mar 03
Financial Aid Recipients** Mon. Mar 21
Late Payment fee required beginning:
\$100 Fri, Mar 04
\$150 Thur, Mar 10

****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.

Payment Plans

Installment Payment Deadlines

The installment plan allows students to split their tuition and fee bill into three equal installments. The plan is only available for those students who are enrolled in the Full-term session. To enroll you must sign up for the installment contract online through EZPAY (www.utdallas.edu/ezpay) and pay a minimum of 34% of your tuition plus a \$25 service fee by the dates below, even if you do not receive a bill. Late fees will be assessed to students who have not been set up on the installment contract, even if the required first payment has been made by the deadline. 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.....Wed.Dec. 16
Regular registration..... Thur. Jan 7
Second installment payment deadline..... Wed., Feb 10
Third installment payment deadline..... Wed., Mar 16

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.....Wed, Mar 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 27
1st 8 Week Session Tuesday, Jan 19
2nd 8 week Session.....Monday, Mar 21

Complete Withdrawal

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

Full-Term Session

100% refund throughSunday, Jan 10
80% refund throughFriday, Jan 15
70% refund throughMonday, Jan 25
50% refund throughMonday, Feb 01
25% refund throughMonday, Feb 08

1st 8-Week Session

100% refund through Sunday, Jan 10
80% refund throughWednesday, Jan 13
50% refund through Tuesday, Jan 19

2nd 8-Week Session

100% refund through Sunday, Mar 06
80% refund through Wednesday, Mar 09
50% refund throughMonday, Mar 14