Official Academic Calendar Fall 2017

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, August 21
1st 8-week session.................................Monday, August 21
2nd 8-week session.................................Monday, October 16

Census Day
Full-term session.................................Wednesday, September 6
1st 8-week session.................................Monday, August 28
2nd 8-week session.................................Monday, October 23

Web Registration
Enrollment appointments assigned .............. Monday, March 20
All students should check their enrollment appointment
details in Orion for the date and time they can begin registering.
Schedule Planner Available ....................... Monday, March 20
Online add/drops/swap ends ...................... Monday, August 28

Last Day for Re-admission/Re-entry ... Friday, Aug. 11

Last Enrollment from Waitlist ......... Friday, August 18

Last Day for Regular Registration
Full-term session.................................Thursday, August 17
1st 8-week session.................................Thursday, August 17
2nd 8-week session.................................Thursday, October 12

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.
Full-term session.................................Friday, Aug. 18 – Monday, Aug. 28
1st 8-week session.................................Friday, Aug. 18 – Monday, Aug. 28
2nd 8-week session.................................Friday, Oct. 13 – Monday, Oct. 23

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

Full-Term Session
Last day to drop a class without a “W” ........ Wed. Sept. 6
Undergraduate Courses
Approval required...............Thurs. Sept. 7 – Thur. Oct. 26
WL Begins......................................Tuesday, October 3
WL Ends......................................Thursday, October 26
Graduate Courses
Withdrawal Ends.......................Monday, November 6

1st 8-Week Session
Last day to drop a class without a “W” ............Mon. Aug. 28
Undergraduate Courses
Approval required..............Tues. Aug. 29 – Mon. Sept. 25
WL Begins......................................Tuesday, September 12
WL Ends......................................Monday, September 25
Graduate Courses
Withdrawal Ends.......................Monday, September 25

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

Last Day of Classes (Not including final exams)
Full-term session.................................Wednesday, December 6
1st 8-week session.................................Saturday, October 7
2nd 8-week session.................................Wednesday, December 6

Reading Days (Study days prior to final exams)
Full-term & 2nd 8-week sessions only ............Thurs. Dec. 7

Final Exams
Full-term session.................................Fri. Dec. 8 – Thurs. Dec. 14
1st 8-week session.................................Mon. Oct. 9 – Sat. Oct. 14
2nd 8-week session.................................Fri. Dec. 8 – Thurs. Dec. 14

Mid-Term Grades Due and Viewable Online
All midterm grades must be submitted online.
Midterm (undergraduate courses only) ..........Saturday, October 14

Final Grading Period
All grades must be received by Thursday, December 21.
Full-term session.................................Fri. Dec. 8 – Thurs. Dec. 21
1st 8-week session.................................Mon. Oct. 9 – Sat. Oct. 14
2nd 8-week session.................................Fri. Dec. 8 – Thurs. Dec. 21

Graduation/Commencement (All Fall 2017 Sessions)
Graduation Application...........................Tuesday, August 29
Last day to change your primary name
which will be printed on your diploma ..........Monday, September 25
Commencement Activities.......................Mon. Dec. 11 – Sat. Dec. 16
Commencement tickets available online ..........Monday, November 13
Doctoral hooding ceremony.....................Thursday, December 14
Degree conferral date..........................Saturday, December 23

The following deadlines must be met by the dates listed and require visitation to the Graduate Dean’s Office website
www.utdallas.edu/ogs:

PhD - Last day to request scheduling of
final doctoral oral examination...............Tuesday, October 24
PhD - Students must conduct
final doctoral exam.............................Tuesday, November 7
PhD – Last day to upload dissertation
for final review by Graduate Studies Office ......Thurs., Nov 16
PhD - Final day to receive approval of final
version of dissertation by Graduate
Studies Office..............................Tuesday, November 21
MS – Last day to upload thesis for review by
Graduate Studies Office..................................Tues., Nov 21
MS - Final day to receive approval of final
version of master’s thesis by
Graduate Studies Office...............................Tuesday, November 28

University Closings
Labor Day .....................................Monday, September 4
Thanksgiving holidays .......................Thurs. Nov. 23 – Sun. Nov. 26

No Classes:
Fall break...................................Mon. Nov. 20 – Wed. Nov. 22

Incompletes
Incomplete grades due for undergraduates and graduates from
previous long semester.................................Monday, October 16
**Payment and Refund Calendar Fall 2017**

**Bursar’s Schedule**
Bills will be generated by July 13th and are only available online at: [www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay). Bills are not mailed. Financial Aid refunds will be issued as available through Direct Deposit or mailed to your address in the student system starting August 21.

**Payment Options**
For details see [http://www.utdallas.edu/bursar/payments/payment-options/](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 possible dropping of classes and/or late fees. Students should NOT expect classes to be automatically dropped for non-payment. Please be advised it is the student’s responsibility to confirm classes have been dropped to avoid being assessed late fees or penalties.

Bills and tuition balances may be accessed online through EZPAY at: [www.utdallas.edu/ezpay](http://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**
Employees who have not paid by the deadline will be assessed all applicable late fees.

**Full-Term Session**
- Early Registration Payment Deadline: Wed., Jul 26
- Registration Payment Deadline: Thu., Aug 17
- Financial Aid Recipients: Tue., Sep 05
  - Late Payment fee required beginning:
    - $100, Fri., Aug 18
    - $150, Thu., Aug 24
    - $200, Wed., Aug 30
    - $250, Wed., Sep 06

**1st 8-Week Session Only**
- Early Registration Payment Deadline: Wed., Jul 26
- Registration Payment Deadline: Thu., Aug 17
- Financial Aid Recipients: Tue., Sep 05
  - Late Payment fee required beginning:
    - $100, Fri., Aug 18
    - $150, Thu., Aug 24

**2nd 8-Week Session Only**
- Registration Payment Deadline: Thu., Oct 12
- Financial Aid Recipients: Mon., Oct 23
  - Late Payment fee required beginning:
    - $100, Fri., Oct 13
    - $150, Thu., Oct 19

**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 officially sign up for the installment contract online through EZPAY ([www.utdallas.edu/ezpay](http://www.utdallas.edu/ezpay)) and pay the 1st installment due plus a $25 service fee by the dates below.

Simply making payment of 1/3 of the balance does not protect against cancellation. Also, if a course is added 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., Jul 26
  - Regular registration: Thu., Aug 17
- Second installment payment deadline: Wed., Sep 20
- Third installment payment deadline: Wed., Oct 25

**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.

**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. This refund policy is based on Texas state law and can be found under Section 54.006 of the Education Code 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: Wed., Sep 06
- 1st 8 Week Session: Mon., Aug 28
- 2nd 8 week Session: Mon., Oct 23

**Complete Withdrawal**
If you drop or withdraw from all your courses for the semester listed below are the prorated refund percentages:

**Full-Term Session**
- 100% refund through Sun., Aug 20
- 80% refund through Fri., Aug 25
- 70% refund through Fri., Sep 01
- 50% refund through Mon., Sep 11
- 25% refund through Mon., Sep 18

**1st 8-Week Session**
- 100% refund through Sun., Aug 20
- 80% refund through Wed., Aug 23
- 50% refund through Mon., Aug 28

**2nd 8-Week Session**
- 100% refund through Sun., Oct 15
- 80% refund through Wed., Oct 18
- 50% refund through Mon., Oct 23

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*Financial Aid recipients* who have met the requirements have an extended deadline to allow time for their aid funds to be awarded. If you are not going to attend, you must still drop classes prior to term start date to avoid fees. Alternative payment arrangements must be made if the financial aid funds are not awarded by the above deadline, to avoid possible cancellation of classes and/or late fees.