

Academic Calendar Spring 2009

**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 12
1st 8-week session Monday, January 12
2nd 8-week session Monday, March 9

Census Day

Full-term session Wednesday, January 28
1st 8-week session Tuesday, January 20
2nd 8-week session Monday, March 23

Web Registration Begins

Degree-seeking graduates & seniors Tues., Nov. 4, 2008
Juniors, sophomores &
non-degree seeking graduates Mon., Nov. 10, 2008
Freshmen Mon., Nov. 17, 2008
Non-degree seeking undergraduates Mon., Nov. 24, 2008

Last Day for Regular Registration

Full-term session Thursday, January 8
1st 8-week session Thursday, January 8
2nd 8-week session Thursday, March 5

Late Registration

If you register or add during late registration, payment is due the same day you register. You will be assessed a minimum \$100 late payment fee. See Bursar's Office information.

Full-term session Fri., Jan. 9 – Tues., Jan. 20
1st 8-week session Fri., Jan. 9 – Tues., Jan. 20
2nd 8-week session Fri., March 6 – Mon., March 23

Last Day to Add a Course

If you are already registered for courses and wish to add a course during late registration, payment is due the same day you register.

Full-term session Tuesday, January 20
1st 8-week session Tuesday, January 20
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. 28
"Signature required" period to withdraw from
UG courses Thurs., January 29 – Thurs., March 12
Undergraduate course WP/WF
withdrawal period begins Monday, Feb. 9
Last day to withdraw from an undergraduate
course with WP/WF Saturday, March 14
Last day to withdraw from a graduate
course with an automatic "W" Tuesday, April 7

1st 8-Week Session

Last day to drop a class without a "W" Tues., Jan. 20
"Signature required" period to withdraw from
UG courses Wed., January 21 – Wed., Feb 18
Undergraduate course WP/WF
withdrawal period begins Tuesday, Feb. 3
Last day to withdraw from an undergraduate
course with WP/WF Wed., Feb. 18
Last day to withdraw from a graduate
course with an automatic "W" Wed., Feb. 18

2nd 8-Week Session

Last day to drop a class without a "W" Mon., March 23
"Signature required" period to withdraw from
UG courses Tues., March 24 – Tues., April 21
Undergraduate course WP/WF
withdrawal period begins Friday, April 3
Last day to withdraw from an undergraduate
course with WP/WF Tuesday, April 21
Last day to withdraw from a graduate
course with an automatic "W" Tuesday, April 21

Last Day of Classes

These dates do not include final exams.

Full-term session Monday, May 4
1st 8-week session Saturday, Feb. 28
2nd 8-week session Monday, May 4

Reading Days (Study days prior to final exams)

Full-term & 2nd 8-week sessions only Tues. & Wed., May 5 & 6

Final Exams

Full-term session Thurs., May 7 – Wed., May 13
1st 8-week session Mon., March 2 – Sat., March 7
2nd 8-week session Thurs., May 7 – Wed., May 13

Mid-Term Grades Due

All midterm grades must be submitted online by 10:00 AM.
Midterm (undergraduate courses only) Friday, March 6

Final Grading Period

All grades must be received by Wednesday, May 20.

Full-term session Thurs., May 7 – Wed., May 20
1st 8-week session Mon., March 2 – Sat., March 7
2nd 8-week session Thurs., May 7 – Wed., May 20

Grades Available Online

Midterm (undergraduates only) Friday, March 6
Full-term session Thurs., May 7 – Wed., May 20
1st 8-week session Mon., March 2 – Sat., March 7
2nd 8-week session Thurs., May 7 – Wed., May 20

Graduation/Commencement

All Spring 2009 Sessions

Graduation application deadline Wednesday, Jan. 21
Commencement Fri. & Sat., May 15 & 16
Last day to request scheduling of
final doctoral oral examination at
Graduate Dean's Office, FA 3.104 Friday, April 3
Doctoral students must conduct
final doctoral exam, FA 3.104 Friday, April 17
Final doctoral dissertation copies due at
Graduate Dean's Office, FA 3.104 Friday, April 24
Final master's thesis copies due at
Graduate Dean's Office, FA 3.104 Friday, May 1

University Closings

Spring break Mon., March 16 – Sat., March 21
Martin Luther King Day Monday, January 19

Incompletes

Incomplete grades due for undergraduates and graduates from
previous long semester Tuesday, March 3

Payment and Refund Calendar Spring 2009

Bursar's Schedule

Bills mailed to registered students as of [redacted]. Financial Aid refunds will be available in the Bursar's Office starting [redacted], after 2 PM.

Payment Options

For details see
<http://www.utdallas.edu/BusinessAffairs/Controller/Bursars/howtopay.html>

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 even if you do not receive a bill. Students registering after [redacted] may access their account on-line (www.utdallas.edu/SIS). 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 Deadline
Employees who have not paid by [redacted] will be assessed all applicable late fees.

Full-Term Session

Early Registration Payment Deadline
Registration Payment Deadline.....
Financial Aid Recipients**
Late Payment fee required beginning:
 \$100
 \$150
 \$200
 \$250

1st 8-Week Session Only

Early Registration Payment Deadline
Registration Payment Deadline.....
Financial Aid Recipients**
Late Payment fee required beginning:
 \$100
 \$150

2nd 8-Week Session Only

Early Registration Payment Deadline
Registration Payment Deadline.....
Financial Aid Recipients**
Late Payment fee required beginning:
 \$100
 \$150

**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.

Installment Payment Deadlines

The installment plan is only available for those students who are enrolled in the Full-term session. You must sign an installment contract and pay a minimum of 50% 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 they have paid 50% of their tuition and fees. 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.

First installment payment deadline
 Early Registration.....
 Regular registration.....

Second installment payment deadline.....
Third installment payment deadline.....

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
1st 8 Week Session.....
2nd 8 week Session

Complete Withdrawal

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

Full-Term Session

100% refund through
80% refund through
70% refund through
50% refund through
25% refund through

1st 8 Week Session

100% refund through
80% refund through
50% refund through

2nd 8 Week Session

100% refund through
80% refund through
50% refund through